2) **An annual performance report must form part of the municipality's annual report in terms of Chapter 12 of the Municipal Finance Management Act."**

2. Introduction

The first performance management framework was adopted by the uThungulu District Municipality during 2004. The framework was reviewed and amended during 2006/2007 financial year to align with the best practice guidelines suggested by the then Department of Provincial and Local Government and Traditional Affairs of Kwazulu Natal.

The Performance Management unit, residing in the Office of the Deputy Municipal Manager, was capacitated during the 2008/2009 financial year with the appointment of an external service provider to deliver assistance with the institutionalization of the Performance Management System. During the 2010/2011 financial year a new Performance Management Framework and Policy was developed and adopted by the Performance Audit Committee for the 2010/2011 financial year.

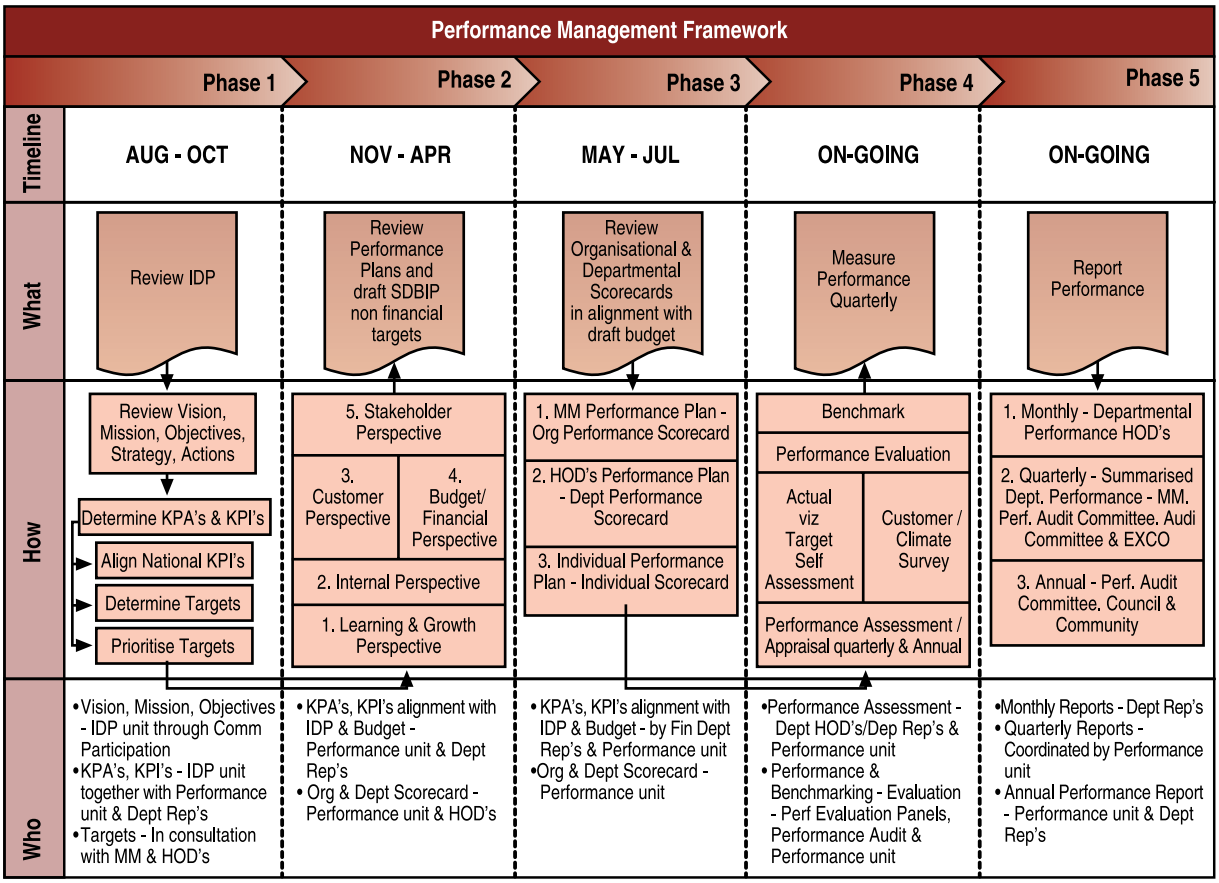
3. Organisational Performance Management Process

Key performance indicators have been refined in support of the municipality's development priorities and objectives as set out in the revised IDP framework and will remain for the duration of the IDP period for consistency in measuring and reporting on long term strategies and projects. Measurable performance targets with regard to each of these development priorities and objectives were established. A process to ensure regular reporting is in place and is fed back to the Council via the Performance Audit Committee.

Individual performance agreements and performance plans were prepared in line with provisions prescribed in the Performance Regulations (Notice 805, published on 1 August 2006 in the official gazette) and signed by the Municipal Manager, Deputy Municipal Manager and Heads of Department. These agreements are fully implemented and aligned with the Service Delivery and Budget Implementation Plan as required in terms of the Municipal Finance Management Act.

Performance Evaluation Panels have also been established for the assessment of performance of the Municipal Manager as well as Managers directly accountable to the Municipal Manager. These panels meet on a quarterly basis to evaluate individual performance.

The following diagram illustrates a summary of the newly developed performance management framework for the uThungulu District Municipality for performance measurement and reporting, adhering to the guidelines suggested by KwaZulu-Natal Province, Department for Cooperative Governance and Traditional Affairs:



uThungulu Performance Management Framework Diagram

4. Performance Audit Committee

The Performance Audit Committee for the 2010/2011 financial year was re-affirmed and the members were as follows:
Dr V J Mtembu – Chairperson
Mr Z Mzimela
CllrS Z Dlamini
Mr H Oosthuizen - (Co-opted): Chairperson Audit Committee

The Performance Audit Committee did meet bi-annually as required by legislation on 30 September 2010 and 10 June 2011. The minutes of meetings are available in the Portfolio of Evidence of the Deputy Municipal Manager.

5. Auditing of Performance Information

The Municipal Systems Act, 2000, Section 45 requires that the results of performance measurements in terms of section 41 (1)(c), must be audited as part of the internal auditing process and annually by the Auditor-General. All auditing must comply with section 14 of the Municipal Planning and Performance Management Regulations, 2001 (Regulation 796).

PriceWaterhouseCoopers has been appointed by uThungulu District Municipality to perform the Internal Audit function within the municipality. As part of their scope, auditing of the Performance Management System and Audit of Performance Information was performed and reports received for each quarter in terms of the following:

Quarter 1
Review the functionality of the Performance Management System and management's compliance thereto.

Quarter 2:
Review scorecards on a test basis to supporting evidence on a sample basis;
Record the system/systems (electronic and/or manual) that are used to generate the performance information and perform walkthrough testing to validate (AOPI); and
Perform detailed testing on selected performance information (AOPI).

Quarter 3:
Ensure compliance with the requirements of the PMS regulations for quarter 3.

Quarter 4:
Review scorecards on a test basis to supporting evidence on a sample basis;
Perform detailed testing on selected performance information (AOPI); and
Ensure the accuracy and validity of the information included in the annual report based on the evidence inspected, on a sample basis.

6. Customer Satisfaction

The last Customer Satisfaction Survey was conducted during the 2008/2009 financial year and the results were communicated to Council via the Performance Audit Committee. The next Customer Satisfaction Survey will be conducted during the 2011/2012 financial year.

7. Annual Organisational Performance Information

The Annual Performance Report for the 2010/2011 financial year has been completed and reflected in the Organisational Performance Scorecard in a table format (as prescribed by KZN CoGTA). The Organisational Performance Scorecard table will be presented to the Auditor General for auditing together with the Annual Financial Statements by 31 August 2011.

This Annual Performance Report (Tables) should be read in conjunction with the Annual Report, including the Annual Financial Statements as well as Auditor General Report on the Annual Financial Statements and Performance Information for 2010/2011.

The following table reflects the organisational performance targets and achievements as reflected in the Integrated Development Plan, in relation to the achievements of the previous financial years as well as reflecting corrective measures to be taken in the 2011/2012 financial year in cases of under achievement:



IDP Indicator No.	National KPA	uThungulu Development Strategies	Performance Indicator	Unit of Measure	Demand	Baseline 2009/2010		IDP 2010/2011		Responsible Department	Measures for Improvement in 2011/2012
						Target	Actual	Target	Actual Achievement		
1.1.1	LOCAL ECONOMIC DEVELOPMENT	Strategy One: Economically Sound District	LED Framework Plan	Date of Review		30 June 2010	30 June 2010	30 June 2011	In Progress	Deputy Municipal Manager	Indicator at tender stage on 30 June 2011. Target to be revised and included in the 2011/2012 financial year. New target is 30 June 2012.
1.1.2			LED Capacity, Institutional and Operational Support	Percentage of budgeted amount spent on LED Development Fund		100%	100%	100%	36%	Deputy Municipal Manager	Target to be revised in the 2011/2012 financial year to read 50% and components to be reviewed by the new Council.
1.1.2				Percentage of budgeted amount spent on LED Operational Support Programme		100%	100%	100%	40%	Deputy Municipal Manager	Target to be revised in the 2011/2012 financial year to read 50% and components to be reviewed by the new Council.
1.1			Jobs created through the municipality's LED initiatives	Number of jobs		193	193	60	95	Deputy Municipal Manager	
1.1			Jobs created through the municipality's Capital Projects	Number of jobs		249	249	4000	1248	Technical Services	Capturing to be improved during the 2011/2012 financial year.Capturing to be accurately completed in house during 2011/2012.
1.2.2			Implement LED Framework: Tourism	Percentage of budgeted amount spent on tourism projects		100%	100%	100%	49%	Deputy Municipal Manager	Target to be revised in the 2011/2012 financial year to read 50% and components to be reviewed by the new Council.
1.2.4			uThungulu Tourism Development Office	Percentage of budgeted amount spent on tourism initiatives		100%	100%	100%	56%	Deputy Municipal Manager	Target to be revised in the 2011/2012 financial year to read 50% and components to be reviewed by the new Council.
1.3.1			Agricultural Development Plan	Date of Review		New	New	30 June 2011	11 April 2011	Deputy Municipal Manager	
1.3.2			Implement Agricultural Projects	Percentage of budgeted amount spent		100%	100%	100%	0%	Deputy Municipal Manager	Backlog top be achieved during 2011/2012. Agricultural summit to be hosted during October 2011. 100% expenditure targetd by 30 June 2012.
1.4.2			Implementation of SMME Plan	Percentage of budgeted amount spent on SMME Programme		100%	100%	100%	50%	Deputy Municipal Manager	Target to be revised in the 2011/2012 financial year to read 50% and components to be reviewed by the new Council.

IDP Indicator No.	National KPA	uThungulu Development Strategies	Performance Indicator	Unit of Measure	Demand	Baseline 2009/2010		IDP 2010/2011		Responsible Department	Measures for Improvement in 2011/2012
						Target	Actual	Target	Actual Achievement		
2.1.1	BASIC SERVICE DELIVERY AND INFRASTRUCTURE	Strategy Two: Effective Infrastructure	Households with access to basic water	Number of Households		72256	76537	80 000	81278	Technical Services	
2.1.1			New water connections	Number of new connections		3441	4281	3000	3097	Technical Services	There was a delay in awarding the contract. Problem addressed during 2011/2012 financial year. Backlog to be addressed in 2011/2012 financial year.
2.1.4			Drought relief	Percentage of budgeted amount spent on water tanker requests		100%	100%	100%	86%	Technical Services	Target to be revised in the 2011/2012 financial year. Target for 2011/2012 financial year is 80%. Backlog to be addressed in 2011/2012 financial year.
2.1.4				Percentage of budgeted amount spent on boreholes		100%	100%	100%	25%	Technical Services	Target to be revised in the 2011/2012 financial year. Target for 2011/2012 financial year is 80%. Backlog to be addressed in 2011/2012 financial year.
2.1.5			Upgrading of water services network	Percentage of budgeted amount spent		100%	100%	100%	29%	Technical Services	Target to be revised in the 2011/2012 financial year. Target for 2011/2012 financial year is 80%. Backlog to be addressed in 2011/2012 financial year.
2.1.2			Households with access to basic sanitation	Number of households		73987	75940	83940	83586	Technical Services	Target to be revised in 2011/2012 financial year and backlog addresses
2.1.2			New sanitation connections	Number of new connections		3700	6500	8000	2549	Technical Services	Additional funding to be obtained to construct waterborne sewage for all towns
2.1.3			Improvement of water and sanitation schemes	Percentage schemes to pass test i.t.o DWAF to improve Blue/Green drop compliance				100%	68% and 71%	Technical Services	Bulk reticulation to be fast tracked. Additional funding to be obtained during the adjustment period. Additional training scheduled in 2011/2012 for operators. Targets to be revised to 80%
2.1.6			Customer Call and Care Centre	Percentage of calls responded to		100%	100%	100%	100%	Technical Services	
2.2.1			Annual update of WSDP	Date of review		30 June 2010	30 June 2010	30 June 2011	In progress	Technical Services	Additional funding to be obtained during the adjustment budget period to ensure the achievement of this target by 30 June 2012

IDP Indicator No.	National KPA	uThungulu Development Strategies	Performance Indicator	Unit of Measure	Demand	Baseline 2009/2010		IDP 2010/2011		Responsible Department	Measures for Improvement in 2011/2012
						Target	Actual	Target	Actual Achievement		
2.2.3	BASIC SERVICE DELIVERY AND INFRASTRUCTURE	Strategy Two: Effective Infrastructure	Prepare Water Services Provider Plan	Date of draft complete		30 June 2010	30 June 2010	30 June 2011	In progress	Technical Services	Additional funding to be obtained during the adjustment budget period to ensure the achievement of this target by 30 June 2012
2.5.2			Implementation of Cemetries/Crematoria Sector Plan	Percentage completion of Phase II of Regional Cemetry		New	New	50%	100%	Technical Services	
2.1			Households with access to free basic water	Number of households		82056	82056	N/A	N/A	Technical Services	Indicator to be omitted from 2011/2012 scorecard
2.1			Households with access to free basic sanitation	Number of households		63351	63351	N/A	N/A	Technical Services	Indicator to be omitted from 2011/2012 scorecard
2.3			Households with access to free electricity	Number of households		790	790	N/A	N/A	Technical Services	Indicator to be omitted from 2011/2012 scorecard
3.1.1	SOCIAL DEVELOPMENT SERVICES	Strategy Three: People Empowerment	Establishment of Environmental Health Section	Establishment of inspections per district EHP		240	240	280	399	Corporate Services	
3.1.3			Implementation of Environmental Health Programmes	Number of consolidated reports		4	4	4	4	Corporate Services	
3.4.3			Sport and Recreation Programme	Date of District Elimination Games				30 Sep 2010	18 Sep 2010	Corporate Services	
3.5.1			Disaster Management Plan (Review)	Date of review		New	New	30 June 2011	In progress	Corporate Services	Indicator at bid evaluation stage. Target to be revised during 2011/2012 financial year. Review to be completed by 30 June 2012
3.5.2			District Advisory Forum	Number of meetings		4	4	4	3	Corporate Services	Fourth quarter meeting canceled due to Local Government Municipal Elections. Greater preparation and scheduling to be made during the 2011/2012 financial year to ensure that all meetings are held.
3.5.4			Disaster Management Call Centre	Percentage of calls responded to		New	New	95%	100%	Corporate Services	

IDP Indicator No.	National KPA	uThungulu Development Strategies	Performance Indicator	Unit of Measure	Demand	Baseline 2009/2010		IDP 2010/2011		Responsible Department	Measures for Improvement in 2011/2012
						Target	Actual	Target	Actual Achievement		
3.6.1	SOCIAL DEVELOPMENT SERVICES	Strategy Three: People Empowerment	Programmes for the marginalised (Gender, Youth, Children, Disabled and Senior Citizens)	Number of reports on each programme		4	4	4	4	Corporate Services	
3.7.1			HIV/AIDS Strategy	Yes/No		Yes	Yes	Yes	Yes	Corporate Services	At the moment only have Provincial. Set aside funds for UDM own strategy.
3.7.1			HIV/AIDS Programme	Number of HIV/AIDS interventions		New	New	3	2	Corporate Services	Additional funding to be obtained during the adjustment budget period to ensure the achievement of the target for 2011/2012 and to address the backlog.
4.2.1	SPATIAL PLANNING AND SPATIAL DEVELOPMENT FRAMEWORKS	Strategy Four: Integrated Environment	KZ Co-Ordination and Alignment	Date of District Land Summit		30 June 2010	30 June 2010	30 June 2011	19 Nov 2010	Deputy Municipal Manager	
4.3.1			KZ Co-Ordination and Alignment	Date of IDP Alignment meeting		30 June 2010	30 June 2010	30 June 2011	19 & 28 Nov 2010	Deputy Municipal Manager	
4.4.2			Implementation of Integrated Environment Programme	Date of completion of draft of EIA Policies and Procedure Manual		30 June 2010	30 June 2010	30 June 2011	30 Nov 2010	Deputy Municipal Manager	
4.4.4			Coastal management Programme (review)	Date of review		30 June 2010	30 June 2010	30 June 2011	In Progress	Deputy Municipal Manager	Delays experienced. Target to be revised during the 2011/2012 financial year. Programme to be reviewed by 30 June 2012.
2.6.1			Public Transport Plan	Date of review		30 June 2010	30 June 2010	30 June 2011	30 Nov 2010	Deputy Municipal Manager	
5.1.3	FINANCIAL VIABILITY AND FINANCIAL MANAGEMENT	Strategy Five: Leadership Excellence	Cash collected from customers	R value of revenue collected		30 916 000.00	2 948 668.00	33 449 955.00	41 599 137.63	Financial Services	
5.1.3			Amount invoiced/ billed to customers	R value of invoices raised		30 916 000.00	33 604 153.00	33 449 955.00	41 192 934.00	Financial Services	
5.1.3			Revenue Enhancement Plan (MSIG) Cost recovery strategy	Date of approval		New	New	31 Aug 2010		Financial Services	
			Total revenue recieved from grants and subsidies	R vale		-	-	426 373 000.00	397 522 496.00	Financial Services	

IDP Indicator No.	National KPA	uThungulu Development Strategies	Performance Indicator	Unit of Measure	Demand	Baseline 2009/2010		IDP 2010/2011		Responsible Department	Measures for Improvement in 2011/2012
						Target	Actual	Target	Actual Achievement		
5.1.4	FINANCIAL VIABILITY AND FINANCIAL MANAGEMENT	Strategy Five: Leadership Excellence	Debt service payment	Percentage of total debts		New	New	20%	12%	Financial Services	
5.1			Debt coverage ratio	(Total operating revenue received - operating grants) / Debt service payments		New	New	2.28	6.95	Financial Services	
5.1			Outstanding service debtors to revenue	Outstanding service debtors / revenue actually received for services		New	New	1.17	0.72	Financial Services	
5.1			Cost coverage ratio	(Available cash at particular time + investments) / Monthly fixed operating expenditure		New	New	1.17	1.08	Financial Services	
5.1.1			Compilation of Financial Statements	Date submitted to Auditor General		31 Aug 2009	31 Aug 2009	31 Aug 2010	31 Aug 2010	Financial Services	
5.1.2			Budget Cycle	Date of approval of final 2011/2012 Budget		31 May 2010	30 June 10	31 May 2011	04 May 2011	Financial Services	
5.1.7			Implementation of MFMA	Percentage compliance with MFMA requirements		100%	95%	100%	100%	Financial Services	
5.1.8			Credit Rating Report to Council	Date approved				30 June 2011	April 2011	Financial Services	
5.1.4			Total operating expenditure	R value		434 318 024	396 585 242	371 520 700.00	377 103 435.00	All	
5.1.4			Total operating budget	R value		434 318 024	396 585 242	371 520 700.00	437 204 802.00	All	
5.1.4			Total Salaries and Wages budget (including benefits)	R value		91 560 931	77 089 266	103 121 401.00	92 114 646.00	Financial Services	
5.1; 5.1.4			Total of grants and subsidies spent	Percentage spent		100%	96%	100%	81%	All	
5.1.4			Submit Annual SCM report to Council	Date submitted		31 Aug 2009	31 Aug 2009	31 Aug 2010	31 Aug 2010	Financial Services	

IDP Indicator No.	National KPA	uThungulu Development Strategies	Performance Indicator	Unit of Measure	Demand	Baseline 2009/2010		IDP 2010/2011		Responsible Department	Measures for Improvement in 2011/2012
						Target	Actual	Target	Actual Achievement		
4.1.1	GOOD GOVERNANCE AND COMMUNITY PARTICIPATION	Strategy Five: Leadership Excellence	IDP Review	Date of review		31 May 2009	27 May 2009	31 May 2011	04 May 2011	Deputy Municipal Mayor	
4.1.1			Review of Spatial Development Framework	Date of review		31 May 2010	27 May 2009	31 May 2011	In progress	Deputy Municipal Mayor	Procurement process to be finalised in new financial year.
4.1.4			Planning Implementation (Development Planning: Shared Services)	Percentage of business plan year 3 implemented		100%	100%	100%	100%	Deputy Municipal Mayor	
4.1.1			Public Participation Sessions	Number of IDP Roadshows		6	6	4	4	Office of the Municipal Mayor	
5.4.1			Public Relations Programme	Number of Ezimtoti newsletter		12	12	12	11	Office of the Municipal Mayor	December issue not printed. Target to be revised during the 2011/2012 financial year in coordination with the applicable budget.
5.4.1				Number of uKhozi Radio broadcasts		12	12	6	7	Office of the Municipal Mayor	
5.4.4			uThungulu Website Development	Number of evidence reports on regular updates of website		4	4	4	4	Office of the Municipal Mayor	
4.1.2			Community Surveys conduted	Number of surveys		2	2	Completed in 2009/2010	Completed in 2009/2010	Office of the Municipal Mayor	

IDP Indicator No.	National KPA	uThungulu Development Strategies	Performance Indicator	Unit of Measure	Demand	Baseline 2009/2010		IDP 2010/2011		Responsible Department	Measures for Improvement in 2011/2012
						Target	Actual	Target	Actual Achievement		
5.2.1	MUNICIPAL INFRASTRUCTURE AND INSTITUTIONAL DEVELOPMENT	Strategy Five: Leadership Excellence	Levels of black staff employed in management	Number of black staff		7	6	6	8	Corporate Services	
5.2.1			Women employed by the municipality	Number of women		97	111	104	11	Corporate Services	
5.2.1			Youth employed by the municipality	Number of youth		86	88	110	119	Corporate Services	
5.2.1			Disabled employed by the municipality	Number of staff		3	3	2	2	Corporate Services	
5.2.1			Annual Approved Workplace Skills Plan	Date of approval		30 June 2010	28 June 2010	30 June 2011	26 June 2011	Corporate Services	
5.2.1				Date submitted to LGSETA		30 June 2010	28 June 2010	30 June 2011	30 June 2011		
5.2.1			Budget Spent on Workplace Skills Plan	Percentage Spent of Salaries Budget on WSP		New	New	1%	1%	Corporate Services	
5.3.1			Master Systems Plan (ICT Strategy)	Yes/No		New	New	Yes	Yes		
5.3.1			General and Corporate Administration Services	Number of portfolio committee, Exco and Council meetings		47	84	39	54	Corporate Services	
5.6.2			Draft OPMS Scorecard submitted to Council	Date approved		31 May 2010	28 May 2010	31 May 2011	04 May 2011	Deputy Municipal Manager	
5.6.2			Section 72 Mid-year Performance Report	Date submitted		New	New	25 Jan 2011	25 Jan 2011	Deputy Municipal Manager	
5.6.2			Draft Annual Report and Annual Performance Report	Date approved		30 Aug 2009	30 Aug 2009	30 Aug 2010	30 Aug 2010	Deputy Municipal Manager	
5.6.1			S57 Performance Agreementrs	Number of agreements		5	5	5	5	Deputy Municipal Manager	

IDP Indicator No.	National KPA	uThungulu Development Strategies	Performance Indicator	Unit of Measure	Demand	Baseline 2009/2010		IDP 2010/2011		Responsible Department	Measures for Improvement in 2011/2012
						Target	Actual	Target	Actual Achievement		
5.6.1	MUNICIPAL INFRASTRUCTURE AND INSTITUTIONAL DEVELOPMENT	Strategy Five: Leadership Excellence	2010/2011 Performance Packs	Date signed		31 July 2009	31 July 2009	31 July 2010	30 Jul 2010	Deputy Municipal Manager	
5.6.1			2009/2010 Performance Assessment Reporting to Performance Audit Committee	Date approved		30 Sept 2009	30 Sept 2009	30 Sept 2010	30 Sept 2010	Deputy Municipal Manager	
5.6.1			2010/2011 Mid-year Performance Evaluation Report to Performance Audit Committee	Date approved		New	New	28 Feb 2011	10 June 2010	Deputy Municipal Manager	
5.7			Implement Municipal Turnaround Strategy	Number of datasheets submitted		4	4	4	4	Office of the Municiapl Manager	
5.7.2			King III Risk Management Strategy	Yes/No		Yes	Yes	Yes	Yes	Deputy Municipal Manager	
5.7.4			Finance Audit Committee	Number of meetings		4	4	4	4	Financial Services	
5.7.4			Performance Audit Committee	Number of meetings		4	4	2	2	Deputy Municipal manager	
5.7.4			Response to internal audit queries	Number of days to respond		within 30 days	within 30 days	within 30 days	within 30 days	All	
5.7.4			Internal Audit Reports	Number of internal audit reports		4	4	4	4	Office of the Municipal Manager	
5.7.5			Anti-corruption Strategy/Fraud Prevention Strategy	Yes/No		Yes	Yes	Yes	Yes	All	

KEY FOR THE MEASUREABLE OBJECTIVES:

Priority (including KPI's)
Vuna
Additional/Department

Department Of Corporate Services

The Department: Corporate Services consists of the following sections:

Administrative Services
Management Services
Information Technology
Community Services

1. SECTION: MANAGEMENT SERVICES

List Of Policies

- Management Motor Vehicle Policy
- Non Management Motor Vehicle Policy
- Leave Policy (Annual, Family Responsibility, Sick, Maternity, Long Service)
- Subsistence & Travel allowance Policy
- Overtime Policy
- Substance Abuse Policy
- Relocation Policy
- Retirement Annuity Policy
- Telephone Policy
- Cell phone Policy
- Acting Allowance Policy
- Housing Subsidy Scheme Policy
- Housing Rental Policy
- Termination Policy
- Exit Interview Policy
- Pool Vehicle Policy
- Email & Internet Policy
- Code of Conduct & Declaration of Interest Policies
- Grievance & Disciplinary Policy
- Occupational Health & Safety Policy
- Sexual Harassment Policy
- EAP Policy
- Smoking Policy
- Training & Development Policy
- Succession & Retention Policy
- Internship Policy
- Employment Equity Policy
- Recruitment & Selection Policy
- HIV/AIDS Policy

Policies For Occupational Health & Safety

1. Occupational Health & Safety Policy
2. HIV/AIDS Policy
3. Substance Abuse Policy
4. EAP Policy

Injuries

Injuries reported to the Compensation Commissioner:	15
Minor injuries	2
Injuries involving Contractors	2

Comment On Injuries

There is an increase in injuries on duty compared to last year where only 8 injuries were reported to the Compensation Commissioner
In this financial year 1 injury was reported to the Provincial Executive Manager as the employee suffered a fracture of the wrist bone and was off work for more

Annual Sick Leave Report

There are one hundred and eighty (180) employees who took leave from 30 June 2010 to 1st July 2011.

Adjusted Salaries

There are one hundred and three (103) employees whose salaries were adjusted in October 2010 through job evaluation.

Exceeded The Grade

There are one hundred and ninety eight (198) employees whose salaries are exceeding the grade determination by Job evaluation.

Declaration Of Financial Interest

uThungulu District Municipality requests all employees to declare their financial interest on an annual basis on the 1st of April of each year.

The documents are filed to keep the record.

Skills Development

The budget for training was approved by Council on the 27 May 2010.

During the period 01 July 2010 to 30 June 2011 financial year, skills development was afforded to the following occupational categories:

Qualification Profile 2010/11									
Occupational Categories	BELOW NQF 1	NQF 1	NQF 2	NQF 3	NQF 4	NQF 5	NQF 6	NQF 7	NQF 8
Councilors			2	3	9	10	9	6	
Directors & Corporate Managers						2	5	5	1
Professionals				1	4	2	16	2	
Technician & Trade Workers	5		2	3	13	7	17	1	
Community & Personal Service					1	2	2		
Clerical & Administrative			1	3	39	17	14		
Machine Operators & Drivers	26	7			14				
Labourers	38	6			24				

Occupational Categories	Number Of Employees Trained
Councillors	21
Directors and Corporate Managers	13
Professionals	16
Technicians & Trade Workers	39
Community and Personal Service Workers	2
Clerical and Administrative Workers	29
Machine Operators and Drivers	23
Labourers	23
TOTAL	**166**

The approved budget for 2010/2011 was R1 015 706.00. During the 2010/2011 financial year an additional amount of R50 000.00 was added on the training vote, totaling R1 065 706.00. The amount spent in 2010/2011 financial year on actual training is R764 750.30 and the amount spent in 2010/2011 financial year on S&T is R110 000.00 with a balance of R190 955.70

The 2010/2011 Annual Training Report and the 2011/2012 Workplace Skills Plan was approved by the Training Committee at its meeting held on 28 June 2011 and was successfully submitted to LGSETA by the deadline of 30 June 2010. Levy grants totaling an amount of R143 356.96 were received from LGSETA for the period 2010/2011.

Qualification Profile 2010/2011	
Total number of employees with an NQF Level 1 and below	82
Employees with and NQF Level 1 and below as a % of total employees	26,54%
Total number of employees with an NQF Level 2, 3 and 4	119
Employees with and NQF Level 2,3 and 4 as a % of total employees	38,51%
Total number of employees with an NQF Level 5 and above	118
Employees with and NQF Level 5 and above as a % of total employees	38,19%

Bursaries

The budget for bursaries for 2010/2011 financial year was approved by Council on 27 May 2011. The following are bursary holders during 2010/2011:

Bursary Type	Number Awarded	Budget for 2010/2011	Amount Spent in 2010/2011
Officials	15 existing bursary holders	R275 282.00 -(R145 000.00) R130 282.00	R95 276.76
Dependants	5 existing bursary holders	R177 529.00 -(R30 000.00) R147 529.00	R114 553.57
External Bursaries	4 bursaries 1 sponsorship	R50 000.00 +(R52 000.00) R102 000.00	R86 034.59

During the 2010/2011 financial year an amount of R145 000.00 was subtracted from the original budget on Official Bursaries; an amount of R30 000.00 was subtracted from the original budget of Dependants Bursaries and an amount of R52 000.00 was an addition to External Bursaries.

By Gender

Bursary Type	Number Awarded	Gender
Officials	13	Female
	2	Males
Dependants	4	Females
External Bursaries	2	Male

By Race Group

Bursary Type	Number Awarded	Race
Officials	4	Indian
	9	African
	1	White
	1	Coloured
Dependants	1	Indian
	3	African
	1	Coloured
External	2	African



Official Bursaries

The municipality is paying 100% towards the Officials tuition fees, textbooks and notes and Officials are studying part-time.

Dependants Bursaries

The Municipality is paying 70% towards their tuition fees, accommodation, textbooks and notes.

External Bursaries

National Diploma In Civil Engineering
The Municipality has awarded two students with 100% external bursaries towards their tuition fees, accommodation, textbooks and meals. Both of the students studying towards their National Diploma in Civil Engineering and are required to carry out in-service training with the Municipality during the academic year. One of the students completed his National Diploma in Civil Engineering in December 2010 and graduated in May 2011.

Sponsorship

The Municipality has sponsored 1 student with 100% sponsorship to study BSc with Hydrology as a major.

Learnership

Certificate: Local Government Accounting Nqf3

The Department of Local Government and Traditional Affairs in partnership with the Local Government Sector of Education and Training Authority (LGSETA) and the Association of Accounting Technicians (South Africa, AAT (SA) has delivered brand new qualification that is called Local Government Accounting Certificate Programme. The qualification is a financial qualification at NQF3 that is recognized by both LGSETA and FASSET (the Seta for Finance, Accounting, Management Consulting and Other Financial Services) and leads towards professional body membership of AAT (SA). The qualification is also internationally recognized and forms the first step in a pathway leading towards a financial management qualification.

uThungulu District Municipality had 10 Officials who were participating in this programme which commenced in August 2009 and ends in September 2010. The Learnership was funded by Local Government Sector of Education & Training Authority (LGSETA).

Seven of the Officials graduated on the 12th April 2011 for Certificate: Local Government Accounting NQF3.

Occupational Directed Education & Training Learnership NQF5

LGSETA in partnership with Durban University of Technology has delivered the Occupational Directed Education & Training Learnership at NQF5 for all municipal Skills Development Facilitators.

uThungulu District Municipality has 1 Official participating in this learnership which commenced in October 2010 and ends in August 2011. The Learnership is funded by Local Government SETA.

Local Economic Development Learnership NQF5

The Department of Economic Development & Tourism in partnership with Gijima KZN and McIntosh Xaba & Associates (Pty) Ltd (MXA), has delivered an Accredited LED National Certificate Programme that commenced on the 23rd July 2010 and ended in December 2010.

uThungulu District Municipality had 3 Officials in the programme (one resigned during the course of the year), two (2) continued with the programme and one has received her four (4) certificates and is awaiting two (2) certificates to be received.

National Certificate: Water & Wastewater Treatment Process Operations NQF3

The Department of Water Affairs in partnership with LGSETA and The Water Academy has delivered a National Certificate in Water & Wastewater Treatment Process Operations at NQF3 in order to assist employers to comply with the Regulations under the Water Services Act (Act No. 108 of 1997) aimed at ensuring that no person will be allowed to operate water supply system or waterworks.

uThungulu District Municipality has 8 Officials participating in this learnership and two (2) Officials in the Recognition of Prior Learning (RPL), commenced in June 2011 and end in April 2012. The Learnership is funded by Local Government SETA & Department of Water Affairs.

Unemployed Programmes

Welding

uThungulu District Municipality in partnership with Umfolozi FET College has trained 18 unemployed learners in a Welding course that took place in Nseleni branch, commenced on 09 May 2011 – 09 June 2011.

Thuthuka Municipalities Project

National Skills Fund (NSF) of the Department of Higher Education and Training has funded South African Institute of Chartered Accountants (SAICA) to implement the Thuthuka Municipalities Project (TMP).

A total of 15 Unemployed learners have been appointed and uThungulu District Municipality will host 5 of the learners in order for them to gain experience in the Finance Department of the municipality. The other 10 has been allocated to uMhlathuze, Ntambanana, uMlalazi Municipalities. The programme started with 2 months Work Readiness Programme for unemployed graduates commenced on 01 June 2011 and end on 22 July 2011. On the 01 August 2011 they will be joined by 15 employed finance officials from our municipality and locals. That program will be a 10 months skills programme in Municipal Financial Management with 10 units' standards.

Municipal Regulations On Minimum Competency Levels

Wits Business School has been facilitating Certificate Programme in Management Development for Municipal Finance. The training material has been validated by National Treasury. The training is part of support provided by the National Treasury towards capacity building in line with accredited training offered on the basis of NQF registered unit standards and competency prescriptions of the National Treasury.

uThungulu District Municipality has 6 Officials who has already undergone this programme and completed it. Two (2) Officials are currently completing their 4 last modules with Wits Business School.

Finalized Discipline & Grievance Report (July 2010 - June 2011)

1. Discipline

Disciplinary Infringement	Male				Female				Outcome	Total
	A	C	I	W	A	C	I	W		
Theft / Fraud / Dishonesty	1	0	0	0	0	0	0	0	Dismissal	1
Insubordination /Gross Insolence	0	0	0	0	0	0	1	0	Dismissal	1
Vehicle Abuse	2	0	0	0	0	0	0	0	Suspension w.o.t. Pay	2
Non-disclosure of Financ Interest	1	0	0	0	0	0	0	0	Final Written Warning	1
Abuse of Sick Leave/Poor Attendance	1	0	0	0	0	0	0	0	Final Written Warning	1
	5	0	0	0	0	0	1	0	**TOTAL**	**6**

2. SALGBC (Disputes)

Case Number	Stage	Nature Of Dispute	Status
KPD100802	Arbitration	Non-short listing	Proceeding
KPD110915	Arbitration	Unfair Dismissal	Dismissal upheld
KPD110915	Arbitration	Unfair Dismissal	Dismissal upheld
KPD041112	Conciliation	Unfair Labour Practice	Resolved between parties
KPD011005	Arbitration	Unfair Labour Practice	Resolved between parties
KPD061101	Conciliation	Unfair Dismissal	Pending

3. Grievances

Case Number	Stage	Nature Of Dispute	Status
KPD100802	Arbitration	Non-short listing	Proceeding
KPD110915	Arbitration	Unfair Dismissal	Dismissal upheld
KPD110915	Arbitration	Unfair Dismissal	Dismissal upheld
KPD041112	Conciliation	Unfair Labour Practice	Resolved between parties
KPD011005	Arbitration	Unfair Labour Practice	Resolved between parties
KPD061101	Conciliation	Unfair Dismissal	Pending

Summary Of Outstanding Positions As At 30 June 2011		
Turnover Positions - 2010/2011		
	Comments	**Position**
5	Positions - Grid prepared - awaiting approval user dept	Snr Clerk CS, HR Asst, Snr Mngr Plan…, Snr Mngr Budget…, Controller (Agency Funding)
2	Positions filled with a temp	Executive Sect CS, Snr Clerk CB,
4	Positions - Awaiting user dept's approval - way forward	General Assistants (1 x admin, 2 x Eshowe, 1 x Cemetery)
1	Position - Driving Assessments to be done	Driver/Messenger
3	Positions on hold	Cleaners
1	Position - Advert to be drafted	Admin Asst (Disaster)
1	Position to be re-advertised Nationally	Chief Technician
1	Position advertised - closing date 15.07.2011	Credit Controller
1	Position - Awaiting way forward from user dept	Cashier Melmoth
1	Position - Awaiting decision on appeal process	Asst Credit Controller
1	Position - Awaiting reviewed JD from consultant	Admin Billing Clerk
3	Positions - Awaiting results from CBA from user dept	Snr Clerk (Sundry Payment), Relief Clerk (SCM), LED Officer,
1	Position - Interviews to be held	Chief Planner
25	Positions vacant due to resignations, promotion, lateral transfers, retirements, death & other	

Non Turnover Positions - 2010/2011 (New Budget Positions)		
	Comments	**Position**
1	Positions - Grid prepared - awaiting approval user dept	Jnr Records Clerk,
5	Positions - Awaiting user dept's approval - way forward	Supervisor. Cemetery, General Asst (Cemetery)
5	Positions on hold	Artisan Plumber, Call Centre Operators
1	Position advertised - closing date 15.07.2011	GIS Officer
12		
37	Total Positions vacant	

Annual Report - 2010/2011		
1	Indicate the Employee Totals, Turnover & Vacancies	Employee Totals as at 30 June 2011: 283
		Turnover Positions: 25
		Non-Turnover Positions: 12
		Total Vacancies: 37
		Total approved posts: 320
2	Indicate the Vacancy rate based on the total approved posts	320 posts - 11.6% (37/320*100%)
3	Indicate the Turn-over rate based on the total number of employees occupied posts at the beginning of the year	Employee Totals as at 31.12.2010: 290
		Turnover Positions:16
		Non-Turnover Positions: 30
		Total Vacancies: 46
4	Comment overall on the vacancies and turnover	

2. Section: Administrative Services

The Constitution, 1996 provides that "everyone has a right to administrative action that is lawful, reasonable and procedurally fair". This entitlement extends to Municipal Departments and must be eminent in their administrative practices.

To give effect to this provision, the uThungulu District Municipality through its Administrative Services Section has the following core functional areas:

Records Management and Registry Section:
This Section is responsible for the process of ensuring the proper creation, maintenance, use and disposal of records to achieve efficient, transparent and accountable governance. This Section's actions are bound by the Statutory and Regulatory Framework in which sound records management practice is found i.e. The National Archives and Records Service of South Africa Act (Act No 43 of 1996 as amended) and The Promotion of Access to Information Act (Act No. of 2000). Furthermore the Records Management Policy has been approved by Council to ensure that this Council promotes transparency, accountability and effective governance by empowering and educating the officials to understand and exercise their rights. Council makes use of E-Docs for its Electronic Record Management and makes use of Metro File for off-site record keeping. An Access to Information Manual is updated and submitted to relevant Government Departments annually to facilitate access to information.

The Records Room and Library has been given a facelift, which made Council compliant in terms of the Act and the Audit queries received. The Section has successfully worked hand in hand with Provincial Archives to effect disposals and disposal authorities as prescribed by the Records Management Act.

Secretariat Services

The Admin Section is responsible for managing the provision of secretariat support to the committees within the municipality. It arranges all meetings including logistical requirements, drafting of agendas and minutes of meetings. The quality control of all documents, agendas and minutes that are distributed to the Committee members is part of the responsibilities of the Section Head. It also keeps track of the decisions taken at Committees. It is again tasked to ensure that all meetings take place according to the Standing Rules of Order, agreed programme and according to the Terms of Reference of respective Committees. The Committee Section has serviced approximately 160 statutory meetings during the financial year.

Fleet

The Council through its Pool Motor Vehicle Policy and Procedures controls the utilization and gives guidance to officials and Councillors on vehicle utilisation. It controls the day to day management of the municipal fleet. The pool vehicles may only be used by licensed employees who are not on the subsidised scheme, to perform their duties. Through the monthly reporting to Management and quarterly to the Performance Panel, Council prevents unnecessary costs from occurring. The Policy on Upper Limits of Remuneration for Councillors, touching specifically on travel allowances and out of pocket expenses was reviewed and is currently being implemented. New tenders were recently awarded to Avis, Eqstra and Fleet Africa for the lease of vehicles and for supply and fitment of tyres to Zibandlela Business Solutions.

Maintenance Control Section

The maintenance of the building is co-ordinated by the Auxiliary Officer in conjunction with the Building Inspector. The building renovations were completed and handed over to uThungulu.

At the Inaugural Meeting it was resolved that the name of the building be changed and Council is in the process of doing this through Public Participation.

Communication Services

All Council's external and internal communication flow is controlled by Admin Services which reports bi-annually on statistics. Through the MAN3000 the Municipality is able to monitor the flow of calls and control excessive use of Municipality's budget and time by making employees pay for all personal calls. Users are also monitored via the Top 10 Telephone Users Report that is submitted monthly to Management. All mail received is scanned into the electronic system for record purposes and routed to the intended recipients for action. Communication is expeditious and effective.

Councillor Support

To ensure that every Councillor participates meaningfully in meetings of Council, Councillors are provided with continuous support from the Administrative Section. The Municipality through the Admin Section ensures that its Standing Rules of Order are in line with the Legislation and drafted in such a way that all Councillors can understand them to exercise their democratic right to participate in Council and Committee meetings. As applicable to all By-laws Council's Standing Rules of Order has been revised, approved by Council and sent to all relevant Government Departments for publication.





Councillor support is also provided in terms of liaising with the Municipal Pension Fund for Councillors' Pension Funds and uThungulu's Finance Section for salaries and deductions pertaining to Councillors.

Physical Security

The Admin Section has been assigned with the responsibility of implementing and managing physical security within Council. This covers physical security measures for the safeguarding of the premises, people, equipment and assets. With the completion of the building, the installation of surveillance cameras have been commissioned to enforce and improve the security measures within the premises. The building has been revamped to allow one point of access to the building via the main entrance as opposed to the previous multi-point access.

3. Section: Information Technology

The Information Technology Section is growing in leaps and bounds as the organisational demands and staff numbers increase each year. In a bid to keep in touch with the resultant technological demands, we have implemented some IT initiatives in the last financial year.

Primarily, some of Council's aging IT equipment had to be replaced. The procurement and installation of four new servers enabled Council to refresh some of its server base. In addition, these servers introduced a new technology capable of virtualisation. Virtualisation is a technology enabling guest or virtual servers to be installed on one physical server thus reducing the total number of physical servers. The implementation of virtualisation reduces IT spend and enhances stability and recovery considerably.

In an ongoing effort to refresh IT equipment, twenty five percent of the existing PC's (desktops) were also replaced to enhance officials' computer working experience. The remaining seventy five percent will be replaced over the next two - three years.

A second initiative was to enhance the municipality's website which has become outdated and problematic. Development has proceeded with two specific modules namely a new tourism website and a human resources module that will be available for general use in the new financial year.

Strategic Focus

One of the key pillars supporting the District's vision of improving the quality of life for its people is to build a strong skills and technology base. This is seen as a strategic intervention necessary to make the uThungulu District Municipality a globally competitive and smart District with good governance structures. It is clear then that Information Technology is seen not just as another support process to the business, but as an integrating, strategic enabler and a partner for all the District's objectives. But more than that, it is seen as a potential driver for innovation to the District's initiatives. This realization that IT and the business are two sides of the same coin is important because transforming the District requires an integrated approach, and Information Technology will play a crucial role in this transformation process.

To ensure that IT systems are supportive of the Integrated Development Plan, a strategic planning session was held in order to produce a Master Systems Plan (MSP) and IT strategy. The "base-line" exercise has been completed and will be finalised in the new financial year.

With the above in mind, Council together with the Department of Economic Development has begun developing a plan to bring the Information Highway to each of the family of Municipalities in the District. The implementation of the plan will enable citizens in each of the municipalities to begin accessing data through the future broadband infrastructure over the next three to five years.

The realisation of the IT vision

Laying the foundations

Objective 1: Develop a District-wide IT architecture

Establish an enterprise-wide IT architecture supported by a customer-focused infrastructure that is based on openness, standards, and information sharing. This will achieve the following:

- Decreased complexity
- Increased reliability and flexibility
- Lower operating and maintenance costs

- Same or better quality services while freeing resources.
- Sharing/re-use of IT solutions, thus leveraging IT investments
- Alignment of IT and the business
- Increased productivity and lower learning curve for users and developers, thus leveraging existing skills
- Integration of disparate software, platforms and protocols into one comprehensive framework resulting in
 - Improved service delivery to citizens / customers by improving geographic-based information management
 - Reduced manpower requirements due to the reduction of intricate networks of applications and interfaces
 - Consistent updates of any data (citizens, employees, businesses, assets etc.) across multiple data sources

Objective 2: Implement a robust IT governance structure

Create a robust organizational structure and an ICT governance mechanism that has the flexibility and responsiveness necessary to prioritize and deliver an increased scale, range and complexity of requirements.

Outcome:

- Increased value from IT investments.
- Alignment of departments, budget, and ICT projects/initiatives with the District's goals and objectives
- Policy direction and coordination facilitate communication among District executives, IT staff, and business.
- Technology is developed and deployed in an expeditious, manageable, and predictable manner.

Objective 3: Have an integrated IT planning and budget process

The IT planning process must be integrated into the budget process to provide a comprehensive planning and funding model which will prioritise District-wide projects to realize the District's shared vision. A streamlined process will facilitate the efficient allocation of funds across the departments. This in turn will reduce the disparity of technological capability between business units, and ensure the coordinated, District-wide move of all business units towards the realisation of uThungulu District municipality's IT and business strategies, goals and objectives.

Objective 4: Standardize

Standardisation refers to standardising hardware, software and IT governance policies across all departments. IT architecture standardisation consists of a series of principles, guidelines or rules used by an enterprise to guide the process of acquiring, building, modifying and interfacing IT resources throughout the enterprise.

Objective 5: Leverage existing physical IT resources

Appropriately aggregate and rationalize IT facilities and resources to improve security, operational effectiveness and efficiency. This is to ensure that the municipality has qualified staff to support its IT projects, to make shared services efficient and responsive and to establish measures and monitor performance for continuous improvement of IT.

Objective 6: Create a world class digital infrastructure

Create a world-class, high-speed digital infrastructure with a good internal communications network and effective links to all sectors, the broader public sector, and service delivery partners, in order to enhance the delivery of public services and facilitate information and resource sharing at the lowest cost.

4. Section: Community Services

Programs For The Marginalized

The Municipality through its Community Services Directorate continues to strive towards improving the quality of life for the marginalized groups.

1. Gender Equality Programme

Two main activities were carried out under the Gender Equality Programme, namely, women's day celebration and the Sixteen days of Activism Campaign.

- Women's Day Celebration

 Due to logistical reasons, the District Women's month celebration was not held in August but on 15 October 2010 at the Empangeni Civic Centre Hall. Twelve women were assisted with building materials such as concrete blocks, corrugated iron, cement and related materials. Among the beneficiaries were women with disabilities and women with disabled children.

 Women in sport were also recognized and honoured through different awards and certificates for their contribution towards sports development in the community.

 The Department of Sports and Recreation covered the expenses of catering, decoration of venue, trophies, awards and certificates. The Department of Environmental Affairs and Agriculture provided indigenous and fruit trees to the beneficiaries.

- Sixteen Days of Activism

 The District launch of the 16 Days of the Activism Campaign and Gender Based Violence Education Workshop was held on 25 November 2010 at uThungulu Council Chambers.

 The main objective of the Workshop was to encourage community involvement in initiatives to combat gender based violence against women and children as well as society as a whole. The theme for the 2010 Campaign was 'Do not Look Away, Act against Abuse'. The targeted audience included delegates from forums such as Gender, Youth, Disability, Senior Citizens, PLWHA's, NGO's, CBO's and FBO's.

2. Disability Programme

As part of the process to create awareness and develop sensitivity regarding the dynamics around issues affecting Women with Disabilities and parents of Children with Disabilities, the uThungulu District Municipality organized a one-day workshop that was held at the Mfolozi Municipality on 23 September 2010.

This event followed closely on another event for People With

Disabilities that had been organized by the Office of the Premier (KZN) on 30 August 2010 at Moses Mabhida Stadium, to honour the hard work, contribution and bravery of Women with Disabilities that have contributed towards the socio-economic upliftment of other women in their communities. The uThungulu District Municipality transported Women with Disabilities from the uThungulu area to attend the function organized by the Premier's Office. In April 2011, twelve deprived homes headed by People with Disabilities from across the District were identified and allocated R 2 500 each towards acquiring their most basic material needs.

The list of beneficiaries, together with their identified needs are in the table below:

Name of Beneficiary	Local Municipality	Items
Mandlakayise Ngubane	Mthonjaneni	Roof, Cement and blocks
Bhidi Samkelisiwe Ntombela	Mthonjaneni	Blocks, Cement, roof and window
Jibhi Zungu	uMfolozi	10 Bags of Cement and building sand
Jabulisiwe Mh-longo	uMfolozi	Clothing and food
Mr Kenneth Qwabe	Nkandla	Building material
Mr Phendukani Zulu	Nkandla	Building material
Thandeka Mngomezulu	uMhlathuze	Corrugated Iron, Door frame, Door and Window
Sizakele Joyful Ntshangase	UMhlathuze	Corrugated Iron, Door frame, Door and Window
Mr Nkosiyapha Madela	uMlalazi	Building Material
Philisiwe Mbokazi	uMlalazi	Building material
Alnina Nkomonde	Ntambanana	Building material
Muntuwenkosi Mathonsi	Ntambanana	Building material

3. Children's Rights

- Uniform project
 The uThungulu District Municipality has identified the provision of school uniforms to needy learners as a project through which the district could give support to Orphans and Vulnerable Children for long term benefits.

 During the year under review, the total number of most vulnerable primary school learners who benefited from this project is one hundred and sixty eight (168). A total of R500 was spent on each learner.

- ECD Sites Identified Needs

 In commemoration of Children's Rights the uThungulu District Municipality under its Children's Rights Programme procured and distributed crèche materials to 12 needy ECD Centres. The beneficiary ECD Sites were as follows:

ECD Site Name	Local Municipality	Materials Allocated (Needed)
Buhlebuyeza Creche	Nkandla	Mattresses, carpet, blankets, tables, chairs, face clothes, hand basin and toys
Simukumuku Creche	Nkandla	Mattresses, carpet, blankets, tables, face towels, hand basin and toys
Sqophumlando Creche	uMfolozi	Mattresses, cups and bowls, teaching aids and toys
Phembisizwe Creche	uMfolozi	Mattresses, cups and bowls, teaching aids and toys
Qhubekani Creche	uMhlathuze	Tables, chairs, blankets and mattresses
Siyadingana Creche	uMhlathuze	Blankets, mattresses and toys
Thulubheke Creche	Ntambanana	Tables, chairs, mattresses, blankets and toys
Folishini Creche	Ntambanana	Tables, chairs, mattresses, blankets, toys and gas hot plate
Ndundulu Creche	Mthonjaneni	Gas hot plate, carpet, buckets, dishing spoons and educational toys
Hlabathini Creche	Mthonjaneni	Chairs, tables, mattresses and toys
Fundukhuphuke Creche	uMlalazi	Tables, chairs and toys
Siyanda Creche	uMlalazi	Tables, chairs, sponges, blankets

4. Senior Citizens

The Municipality is keen on ensuring that the well being of Senior Citizens is taken care of. It is for this reason that uThungulu has a well-functioning Senior Citizens Forum. Among the activities that kept the Senior Citizens busy during the 2010/11 financial year were the following:

- **Golden Games**

 The overall aim of the Golden Games is to enhance the quality of life and improve the health of Older Persons by engaging them in activities which promote an optimal level of social, physical and mental well being.

 In preparation for the Provincial Golden Games held from 14



-16 September 2010, the District Selection Games was held on 09 September 2010 at Aquadene Hall, in Richards Bay.

Four Local Municipalities (Mfolozi, uMhlathuze, uMlalazi, and Mthonjaneni) participated in the games used for the selection of the District Team. A team comprising of 45 participants from different sport codes was selected.

The Golden Games were successfully held in Port Shepstone, and the uThungulu District Municipality did fairly well and got the 4th position overall.

- **Senior Citizen's Parliament**

A delegation from uThungulu District Municipality participated in the Provincial Senior Citizens Parliament held from 29 to 31 September 2010 at Sayidi FET College, Gamalakhe Township, in Port Shepstone.

The uThungulu District Delegation was as follows:

- Senior Citizens Chairperson: Rev P.G.S Ntombela
- Deputy Chairperson: Ms Gladys Mbuyazi
- Community Services Councillor: Mrs D.T Dlamini
- Senior Citizens Co-ordinator: Ms Z Thethwayo

The objective of holding the Senior Citizen's Parliament was to bring to the attention of the Government the challenges facing Senior Citizens and to determine what could be done by the Government to uplift the profile of Senior Citizens in KZN.

The theme of the event was "Abantu Abadala nokufezekiswa Kwezinjongo Zentuthuko Zeminyaka Eyinkulungwane" - "Senior Citizens and the achievement of Millennium Development Goals." All Districts were well represented at this event.

- **Senior Citizens Health Awareness Day**

The Senior Citizens Health Awareness Day was held on 18 March 2011 at the uThungulu District Municipality Council Chambers.

The main purpose of the Health Awareness Day was to educate, impart information, and make Senior Citizens knowledgeable about Government Programmes which could benefit them. To this end, Government Departments were requested to deliver presentations, giving information on the programmes they have for Senior Citizens.

Government Departments and NGO's delivered presentations on the day were as follows:

- Department of Health
- Department of Agriculture
- Department of Social Development
- SASSA
- Department of Sport and Recreation
- CANSA
- Age In Action
- uMhlathuze Clinic
- Traditional Health Practitioners

The Department of Agriculture in promoting the One Home, One Garden Campaign, encouraged Senior Citizens to grow and eat indigenous food. Vegetable seeds were handed out to all people that attended the Health Awareness Day.

5. Youth Development

All Local Municipalities within the District have functional Youth Structures. The uThungulu Youth Structure is made up of representatives from the Youth Structures of Local Municipalities.

One of the most critical challenges facing the Youth of the uThungulu District and of the country as a whole is lack of employment opportunities. This is a problem directly linked to the type of skills the Youth have to ensure their employability. With this in mind, during the year under review, the Municipality in consultation with the Youth Forum made arrangements with the FET College to provide welding skills to 18 young men and women so as to equip them with skills to make them employable or to enable to create their own employment. The Municipality hopes to continue along the lines of providing practical skills to the Youth to ameliorate the

problem of unemployment in the uThungulu District.

6. HIV/AIDS Programme

The uThungulu District Municipality is supportive of various initiatives to combat the spread of the HIV/AIDS virus.

Among the main activities during the 2010/11 financial year was the uThungulu World Aids Day Conference that was held on the 1st of December 2010 at Nhlabane in the Mfolozi Municipal area. The conference was held in partnership with the HIV/AIDS Unit in the Office of the Premier, Local Municipalities, Government Departments, and NGOs within the uThungulu District.

The theme of the World Aids Day 2010 Conference was "We Are Responsible" as recommended by the South African National AIDS Council.

The build-up events towards the Conference included the following:

Municipality	Activity	Venue	Date	Targeted Audience
uThungulu	Training on First Aid Kits, Launch of 16 Days of Activism Campaign & Gender Based Violence Awareness Education Workshop, HCT &MMC	Council Chamber – Uthungulu District Municipality Nhlabane Clinic	25 November 2010 29 &30 November 2010	PLWHA's, Community Health Workers, Home Based Carers, members from senior Citizens, Disability and Youth. Enlisted Males
Mfolozi	One Home One Garden, HCT campaign and MMC recruitment Dialogue on Teenage pregnancy and sex free holidays	Mzingazi, Ward 3 & 5	21 November 2010	Youth
Mlalazi	One child One Fruit Tree Launch	Ntuze Sports ground	20 November 2010	School learners of uThungulu District
Ntambanana	Dialogue on Teenage pregnancy, sex free holidays, HCT(Virginity testing), MMC	Ward 4 Kwa Nomponjwane Clinic	13 November 2010	Amatshitshi
Mthonjaneni	HCT & MMC Campaign, Health Promotion, Preparation for uMkhosi wokweshwama	Ubuqhawe School ward 5	25 November 2010	Males & Youth
Nkandla	Fun run 4km	Nkandla Municipal Office to Mjahweni	26 November 2010	Youth 12-18years
City of uMhlathuze	One child One Fruit Tree Launch, HCT & MMC, One home One Garden	Ntuze Sports ground Clinic :Richards Bay & Empangeni Nseleni Ward 6	20 Nov 2010 24 – 25 November 2010 19 November	School learners of uThungulu District Enlisted Males 65 Households

Environmental Health Services

1. Air Quality

In compliance with Chapter 5, section 36 (1) of National Air Quality Act, (Act No. 39 of 2004) the uThungulu District Municipality has taken over the function of being the licensing authority as set out in the said chapter and other provisions of this Act.

In implementing the Atmospheric Emission Licensing and co-coordinating matters pertaining to air quality management in the municipality, the uThungulu District Municipality has appointed an Air Quality Officer.

Thus far uThungulu District Municipality has received a total of five Atmospheric Emission License applications.

2. Municipal Health Services

Environmental Health duties are performed on an on-going basis.

They include environmental hygiene/waste management inspections, food premises inspections, health surveillance of premises inspections, health care risk waste premises inspections, as well as water sampling.

- **Routine Environmental Health duties**

 Environmental hygiene/waste management inspections:

 Environmental hygiene inspections were conducted as part of routine work during the year under review. Inspections conducted did not reveal anything out of the ordinary. However, in Nkandla numerous littering and illegal dumping instances were encountered. This is because of some businesses and residents who do not play their part in keeping the town clean, especially with regard to refuse storage and environmental hygiene.

 Food premises inspections:

 Food premises inspections were conducted in and around the Central Business Districts of all towns within the District Municipality. The inspections covered both formal and informal premises. Each category of premises had its own unique problems. Most of the problems were found in the informal business sector. While most formal premises were satisfactory in terms of structural, hygienic and sanitary conditions, a few had foodstuff which had overstayed their shelf life, i.e. had gone past their expiry dates and were no longer fit for human consumption. These were removed in terms of relevant Legislation.

 Problems in some of the informal premises included unsatisfactory structural and hygienic conditions and failure to provide some basic health requirements, including hand-wash facilities and refuse receptacles, to mention just a few.

 Health care risk waste inspections:

 This category of inspections was conducted in health facilities which generate hazardous medical waste, such as hospitals, clinics, medical practitioners and medical centres. The purpose of the inspections was to ensure that hazardous medical waste was segregated at the point where it was generated and correctly stored in the dedicated containers pending collection by government certified medical waste collection companies. All were found to comply with the prevailing Policy on Medical Waste.

 Health surveillance of premises inspections:

 Health surveillance of premises inspections were conducted mostly on government premises and their purpose, among others, was to ensure that conditions prevailing in such premises were conducive to the good health of the employees. The conditions include satisfactory ventilation, lighting, refuse storage, environmental hygiene and the general hygienic and sanitary maintenance of such premises. All such premises were found to be satisfactory.

Disaster Management And Fire Fighting Services

Various disaster incidents were dealt with by the Disaster Centre throughout the year. The services of a company known as Rural Metro continued to be used to manage and operate emergency services including Fire Fighting and the 24 hour Emergency Call Centre.

In the cases where people found themselves in distress due to a disaster, the uThungulu Disaster Centre, in some instances, together with the Provincial Disaster Centre and other NGOs like the Red Cross, provided relief materials.

Fires

Fire incidents normally increase during the dry season, from July to September. A total of 642 fire incidents were reported over the period of three months, from July to September 2010. During the other nine months from October 2010 to June 2011, only 326 fire incidents were reported. The decreased number of fire incidents during the wet season was obviously due to ample rain that made it difficult for fires to spread wildly. Fortunately, during the year under review, these fire incidents were also not major. It was mostly veld fires and a smaller number of house fires.

Lightning

One serious incident of lightning happened in the uMlalazi Municipal area, where five people died after being struck by lightning. The fire due to lightning destroyed the houses of the two families where the incident occurred.

Fire Awareness

Fire awareness training was provided to the communities in the Ntambanana and Nkandla Municipal Areas to mitigate their vulnerability in the case of runaway fires.

The Ntambanana areas were as follows:

Ward	Venue	Date
01	Oviceni Shange Store	08/11/2010
02	Obuka Traditional Court	09/11/2010
03	Ogqabhiyeni Creche	10/11/2010
04	Sibiya Store	11/11/2010
05	Qomintaba /Sivananda	12/11/2910
06	Berea / Bhiliya Primary Scool	15/11/2010
07	Community Hall next to Somopho Traditional Court	16/11/2010
08	Mambuka Community Hall	17/11/2010

The Nkandla areas were as follows:

Area	Date
Mabhuqwini Traditional Authority	6 – 8 April 2011
AmaChube Traditional Authority	12 – 14 April 2011
MaNdaba Traditional Authority	19 – 21 April 2011
Khabela Traditional Authority	28 – 29 April 2011

Sport And Recreation

Sport and Recreation is very important for nation building. Sport teaches people to work together for a common cause. It therefore promotes peace and national cohesion. The District Elimination and Kwanaloga Games remain the major Sports events of the Municipality.

District Elimination Games

The District Elimination Games were held on 26 September 2010. All six Local Municipalities of uThungulu District participated in the games. The Local Municipalities competed in the following sport codes: Football, Rugby, Volleyball, Netball, Basketball, Cricket, Athletics, Boxing, Dance, and Indigenous Games (Induku, uMlabalaba, and Ingqathu). The City of uMhlathuze was the overall winner, achieiving first position in all the codes except Indigenous Games, which was taken by Mfolozi Municipality.

Results Of The District Elimination Games:

Code	Position
Football Men	1 – City of uMhlathuze 2 – uMfolozi Municipality 3 – Ntambanana Municipality
Football Women	1 – City of uMhlathuze 2 – uMfolozi Municipality 3 – uMlalazi Municipality
Volleyball Men	1 – City of uMhlathuze 2 – uMlalazi Municipality 3 – uMfolozi Municipality
Volleyball Women	1 – City of uMhlathuze 2 – uMfolozi Municipality 3 – uMlalazi Municipality
Indigenous Games	1 – uMfolozi Municipality 2 – City of uMhlathuze 3 – Nkandla Municipality
Netball Men	1 – City of uMhlathuze 2 – Ntambanana Municipality 3 – uMfolozi Municipality
Netball Women	1 – City of uMhlathuze 2 – uMfolozi Municipality 3 – uMlalazi Municipality
Rugby Men	1 – City of uMhlathuze 2 – Mthonjaneni Municipality
Boxing	1 – City of uMhlathuze 2 – Nkandla Municipality
Dance Sport	1 – City of uMhlathuze 2 – Nkandla Municipality 2 – uMfolozi Municipality
Athletics	1 – City of uMhlathuze 2 – uMlalazi Municipality 3 – uMfolozi Municipality
Basketball Men	1 – City of uMhlathuze 2 – uMfolozi Municipality
Basketball Women	1 - City of uMhlathuze 2 – uMfolozi Municipality
Cricket	1 – City of uMhlathuze 2 – uMfolozi Municipality

Kwanaloga Games

During the District Elimination Games, from the competing municipality teams, the District selects players (athletes) to represent the District in the Kwanaloga Games.

The 2010 Kwanaloga Games were hosted by the uThungulu District Municipality from 11 - 13 December 2010. All ten District Municipalities and the Metro participated in the Games. The uThungulu District Municipality fielded teams in 13 out of the 15 Sport codes of the competition. The codes in which uThungulu did not participate are Tennis and Karate. The eThekwini Metro was the overall winner, and uThungulu District Municipality came second.

As a hosting District, uThungulu District Municipality established the Local Organizing Committee (LOC) whose responsibility was to make all the necessary arrangements to ensure that uThungulu successfully hosted the Games. The LOC held meetings twice a month, every first and third Wednesday of each month from July 2010 leading to the Games that were held from 11 to 13 December 2010.

Through its Commissions, the LOC was able to ensure that all the arrangements that were necessary for the Games to be successful were done on time. Indeed, the Games were a success.





Department Of Technical Services

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LIST OF ABBREVIATIONS AND ACRONYMS USED IN THE TEXT OR TABLES

COP	=	Conference of Parties
DWA	=	Department of water affairs
EPWP	=	Expanded Public Work Programme
kl	=	Kilolitre
LM	=	Local Municipality
WSDP	=	Water Services Development Plans
Ml	=	Mega litre
MII	=	Municipal Infrastructure Implementation
MIOM	=	Municipal Infrastructure Operation and Maintenance
NEMA	=	National Environmental Management Act
OHS	=	Occupational Health and Safety Act
PMU	=	Project Management Unit
SANS	=	South African National Standards
UDM	=	uThungulu District Municipality
WSA	=	Water Services Authority
WSSA	=	Water Services South Africa

1. The Department Of Technical Services

1.1 Introduction

The Technical Services Department has continued to work harder in its effort to achieve the Council's broader objective of backlog eradication through the implementation of effective infrastructure using appropriate technologies that minimise the impact on environmental degradation while attempting to maximize the utilization of small and emerging local contractors (UDM, 2011). The drive has been to ensure that effective planning is done and a detailed implementation strategy is formulated to fulfil the aforementioned objective. The mission of the Depart is: Striving to meet the millennium targets on backlog eradication and basic services provision and to ensure sustainable integrated development with minimum impact on the environment.

1.2 Structure

The Technical Service Department comprises three directorates namely: Water Services Authority (WSA); Municipal Infrastructure Implementation (MII); Municipal Infrastructure Operations and Maintenance (MIOM). These directorates are headed by Directors. The high level structure of the Department is graphically illustrated in Figure 1.1.

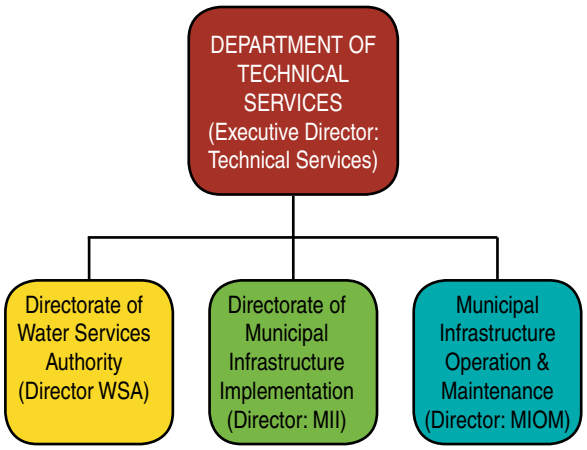


Figure 1.1: *High level structure of the Department of Technical Service*

1.3 Functional Areas

- Research and development of new projects
- Preparation of short, medium and long term water development plans and implementation strategies
- Operation and maintenance of water and sanitation schemes
- Implementation of all capital projects of the municipality
- Approval of building plans for the three local municipalities namely, Nkandla, Ntambanana and Mthonjaneni
- Operate and manage the Regional Landfill Site and Cemetery

An overview of the functions and the output per directorate within the Technical Department for the financial year 2010/11 is provided in Sections 2, 3 and 4.

2. Water Services Authority (WSA)

This Directorate: Water Services Authority is responsible for the compilation of the Water Services Development Plan (WSDP) and the Water Master Plan. It is also responsible for the verification and review of bylaws and tariffs in terms of the Water Service Act, Act 108 of 1997. Key responsibilities of the Directorate include:

- Compilation and updating of the WSDP
- Compilation of the water and sanitation master plan
- Conducting feasibility studies (Research and Development) for various projects
- Compilation of project business plans
- Formulation of the water services by-laws
- Communicating council policies with the public and various sectors
- Verifying and aligning the local municipalities (LM) infrastructural development projects (housing as well as industrial) with the WSDP and advising council accordingly
- Designing of small water project and giving comments to all designs received from the consultants
- Managing and updating project budgets and cash flows and reporting to the external funders
- Preparation of the survival water distribution plan
- Management of water related reports as well as ensuring compliance with the applicable legislation

2.1 The Structure

The Directorate: WSA has 11 staff members: Director WSA; Manager: Planning & Design; 2 Design Technicians, GIS Officer, Project Administrator, Senior Community Development Officer and three Community Development Officers. Figure 2.1 shows the organogram of the Directorate which consists of two subsections: the Design Office and Community Development.

2.1.1 Design Office

The Design Office has expanded the role of the Municipality in research and development services, including investigations and the design of small schemes and extensions of existing ones. This section has designed several projects as shown in Tables 2.1.1 to 2.1.6.

2.1.2 Community Development

The Community Development Section is responsible for ensuring that community participation is taking place throughout water and sanitation projects cycle. This includes the establishment of Project Steering Committees and the training and educating the communities on water and sanitation social issues such as water conservation, health and hygiene (e.g. hand wash programme). The unit also encourages youth to pursue studies in water-related fields. This involves conducting awareness campaigns amongst the communities and in schools. Math's and Science learners are encouraged to enter Water and Sanitation related competitions run by DWA such as South African Youth Water Prize, Aqua Enduro and Baswa Le Metsee.

2.2 Activities Undertaken In This Financial Year

2.2.1 Involving communities in water and sanitation projects

Several Project Steering Committees were established and trained. They sit on a monthly basis to discuss and take decisions on matters pertaining to projects' progress and challenges. The project steering committees established during the 2010/2011 financial year in various LM are presented in Table 2.2 are some of the community participation meetings that were held during.

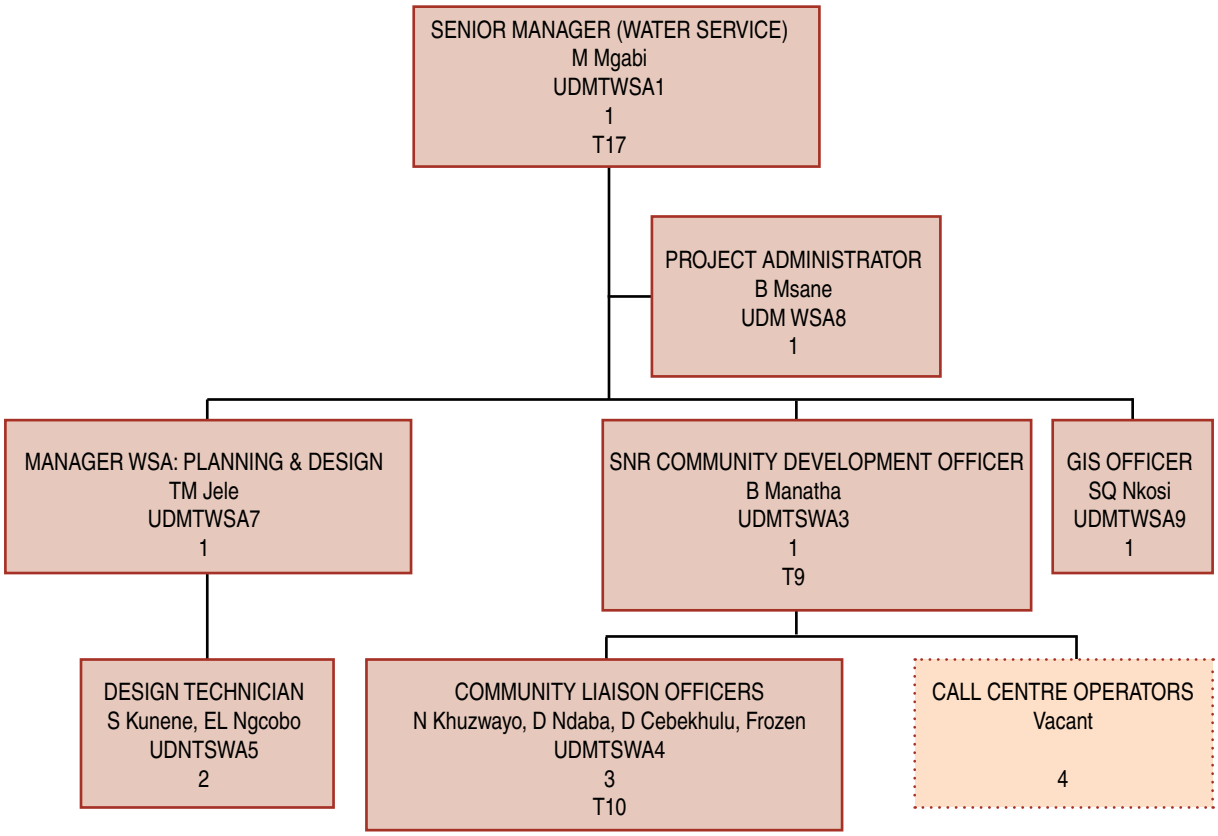


Figure 2.1: *The structure: Directorate of Water Services Authority.*

Table 2.1.1: *Projects designed for Nkandla*

Ward	Councillor	Description	Status	Yield (kl/day)	Cost (R000)	Comments
2	Sibiya	Dayingubo Borehole	Budget constraints	96.0	300	On hold
12	Mkhize	Ejokweni Wetland	Construction completed	-	80	Project handed over to O&M
3	Dlomo	Ntshotshwana	Construction completed	-	200	Project handed over to O&M
3	-	Sidumuke Borehole	Budget constraints	50	125	On hold
9	Dladla	Mfongosi/ Mayese Extension	Construction completed	-	140	Project handed over to O&M
10	Mhlongo	Matholamgele Extension	Construction completed	-	150	Project handed over to O&M
2	Sibiya	Epaki Extension	Construction completed	-	180	Project handed over to O&M
Total Estimations					***1 175***	

Table 2.1.2: *Projects designed for Mfolozi*

Ward	Councillor	Description	Status	Yield (kl/day)	Cost (R000)	Comments
10	Mr Mathaba	Soya Extension	99.5% finished		200	Only a bermad control valve to be installed
10	Mr Mathaba	Nkiyankiya Extension	99.5% finished		200	Only a bermad control valve to be installed

Ward	Councillor	Description	Status	Yield (kl/day)	Cost (R000)	Comments
10	Mr Mathaba	Phathane Extension	99.5% finished		140	Only a bermad control valve to be installed
2&3	Mr Khumalo & Hlongwane	Mondi Boreholes	Budget constraints		200	O & M to pump test the boreholes
Total Estimations					***740***	

T***able 2.1.3:*** *Projects designed for Ntambanana*

Ward	Councillor	Description	Status	Yield (kl/day)	Cost (R000)	Comments
3	Mr Sibiya	Sihuzu Extension	Contract awarded, awaiting materials		200	Construction will commence as soon as the material arrives on site.
Total Estimations					***200***	Budgeted R200 for 2010/2011

Table 2.1.4: *Projects designed for Mthonjaneni*

Ward	Councillor	Description	Status	Yield (kl/day)	Cost (R000)	Comments
4	Mr Biyela	Ncanyini Extension	Contract awarded, awaiting materials		200	Construction will commence as soon as the material arrives on site
4	Mr Biyela	Zululiyaduma Extension	Budget constraints		200	On hold
4	Mr Biyela	Nongalaza Extension	Budget constraints		200	On hold
Total Estimations					***600***	***Budgeted R600 for 2010/2011***

T***able 2.1.5:*** *Projects designed for uMlalazi*

Ward	Councillor	Description	Status	Yield (kl/day)	Cost (R000)	Comments
22	Mzimela	Mkhunyana Spring	Budget constraints		140	On hold
19	Powell	Nyonibizumuntu Extension	On progress		125	Construction Progressing well
19	Powell	Tshekhombe Extension	On progress		125	Contractor awaiting official order from SCM
Total Estimations					***390***	***Project handed over to O&M***

Table 2.1.6: *Other projects*

Ward	Councillor	Description	Status	Yield (kl/day)	Cost (R000)	Comments
		Environmental Management Plan	On progress		200	Environmental consultant to submit the finalised document.
		The Replacement of AC Water Pipe Network	On progress		1 700	Adjudication process is currently underway
		Melmoth Sewer Line and Manholes Upgrade	On progress		120	Adjudication process is currently underway
		Eshowe Sewer Manholes Upgrade	On progress		200	Adjudication process is currently underway

Ward	Councillor	Description	Status	Yield (kl/ day)	Cost (R000)	Comments
		Umlalazi Plants VIP Toilets	On progress		30	The project to be advertised
		Eshowe Sewer Line Upgrade	On progress		80	The project to be advertised
Total Estimations					***2 330***	

Total Budget:

- Drought Relief- R 5 000, 000.00
- Planned Projects - R 7,338,000.00

Local Municipality	Ward No	Venue	Date	Purpose of the meeting
Mthonjaneni	6	Matshansundu	11/07/10	Yard connection & meter installation awareness
	1	Thubalethu Primary & Mthonjaneni Ntuthuko	03/07/10 04/07/10	Awareness on the danger of trespassing at the dam area
	3	Mehlamasha Primary	08/07/10	Yard connection & meter installation awareness
Mbonambi	4	Cinci	16/08/19	To inform the community about the extension of water project.
	9	Nxebeni	18/08/10	Introduction of a contractor to do extension
	10	Nkiyankiya	20/08/10	Introduction of the contractor for water extension to the community.
	5	Ntshingimpisi & Mzingazi	08/02/11	Meter installation awareness
		Mbuyazi Traditional Authority	18/02/11	Informing community the reason for the delays in Mbonambi water project
		Soya	02/03/11	Community awareness on the implementation of Soya Water Extension
	5	Mzingazi Community Hall	08/02/11	Meter installation awareness
Ntambanana	2	Nonsengwa	17/08/10	Community awareness on Nonsengwa extension
	5	Crodile Dam	06/09/10	Addressing the community on water shortage problems caused by dam
		Ntambana Municipal Office	21/10/10	Introduction of Ntambanana Sanitation project to ward Councillors
	3	Ntembeni Trad.Court		11/08/09
	5	Nkwenkwe	01/11/09	Meter installation awareness
		Ndabazen-sangu	14/11/09	Meter installation awareness
	3	Zigagayi & Zimela	28/10/09	Introduction of Greater Mthonjaneni reticulation project to the community
	2	Kwamagwaza	14/11/09	Introduction of WSA & WSP to the community.
uMlalazi	9	Eziqwaqweni	09/10/10	To address the community on the problem caused by the stealing of water taps and the uprooting of stand taps in the area
	7	Mathibelana	16/05/10	Meter installation awareness
	10	Eziqwaqweni Emaqeleni Mbizo	23/05/10	Meter installation awareness
Nkandla		Sidumuka	14/02/11	Addressing community on the reported problem regarding high water bills
		Izilozi and Mawana	04/11/10	Introduction of sanitation project to the community
		Thukela and Oswanini	17/02/11	Meter Installation Awareness
		Ntembeni & Ntolwane	18/02/11	Meter Installation Awareness

Other steering committees include:

Mthonjaneni Municipality:

1. Ward 3 Greater Mthonjaneni Water project steering committee
2. Ward 5 Greater Mthonjaneni Water project Steering Committee
3. Ward 6 Greater Mthonjaneni Water project Steering Committee
4. Ward 2 VIP Sanitation project Steering Committee
5. Ward 3 VIP Sanitation project steering committee

uMlalazi Municipality:

1. Ward 2 VIP Sanitation project steering committee
2. Ward 3 VIP Sanitation project steering committee

Nkandla Municipality:

1. Ward 13&14 Nkandla Water treatment Works & VIP Sanitation project steering committee
2. Partial wards 8, 10 &13 Mvutshini water project steering committee

2.2.2 National Water Week Celebration: 21 - 27 March 2011

The uThungulu water services section is grateful that uThungulu stakeholder forum is gaining momentum in that the uMhlathuze City and some of other Corporate Department in Empangeni / Richards Bay such as Transnet and RBCT rejoined the Forum. The two water services authorities under uThungulu District Municipality celebrated 2011 National Water Week together in a form of one big event on Wednesday, 23 March 2011 which was followed by school road shows. The highlight of this year's water week event included the River Cleanup which involved the demonstration on the removal of Alien vegetation, picking up of refuse along the river and its safe disposal. The event was concluded with presentation on various topics on water and environmental issues. The targeted audience for the event was the community of Ncekwane under uThungulu water services authority and Mevamhlophe under uMhlathuze City water services authority.

The following departments/Institutions were represented and contributed towards this event:

- DWA - Durban regional office
- Transnet
- Agriculture, Environment & Rural Development
- RBCT
- uMhlathuze City
- uMhlathuze Water

2.2.3 Sanitation & Environmental Week

The 2011 National Sanitation Week was celebrated in collaboration with the above-mentioned stakeholders. Included in this year's celebration was the KZN Wilde life in a form of school road shows in Local Municipalities' wards where sanitation projects are either about to be implemented or under construction. The emphases this year were on issues around global warming i.e. causes, effects and remedies. The awareness was preparing the communities for the United Nations Conference of Parties on Climate Change to be hosted by South Africa in the KwaZulu Natal from 28 November 2011 to 9 December 2011. This is the seventeenth Conference of Parties (COP17) where countries discuss Climate Change issue. Since COP 1, there have been negotiations to find a suitable tool to replace Kyoto Protocol. It is further envisaged that the agreement that will replace Kyoto Protocol in 2012 will be born here in South Africa during negotiations of COP 17. SA envisages a way forward through the multi-lateral process and United Nations Framework Convention on Climate Change (UNFCCC) negotiations. The theme for COP 17 is "Climate Change - Our World in Our Hands." South African youth is encouraged to participate in one way or the other in solving climate change problems. (iNkunzi isematholeni)

The following schools were visited:-

- 24 May 2011 Stilo Primary School- Mlalazi Municipality
 - Mbongolwane Primary School- Malalazi
- 25 May 2011 Mfule Primary School – Mthonjaneni
 - KwaMagwaza Primary School - Mthonjaneni
- 01 June 2011: Bonomunye Primary School - Ntambanana
 - Zibone Primary School – Ntambanana
- 02 May 2011: Qantayi High School – uMhlathuze City.
 - Mhlanga Primary – uMhlathuze City

Sanitation is a cross cutting issue. Sanitation awareness programmes improve the social and psychological problems related to poor sanitation. The economic benefits of improved sanitation include savings in health costs, higher worker productivity, better school attendance, improved tourism and they also reduce water treatment costs while increasing life expectancy, therefore uThungulu District Municipality is investing in educating communities about hygiene.

2.3 The 5 Year Project Plan

A five year water services project plan has been developed and is presented in Annexure 1. The MIG status registrations of the 5 year project plan is shown in Annexure 2.

3. Municipal Infrastructure Implementation

The key functional areas of this Directorate include:

- Planning, designing and construction of regional landfill sites and cemeteries
- Design and construction of all council's approved infrastructural projects for water and sanitation ensuring that:
 - Construction methods are environmentally sound
 - Construction methods promotes local economic development
 - All projects meet the municipality's objectives in terms of level of service, supply areas (project footprint), construction timeframes
 - Projects are constructed in accordance with all standard details of council
 - Progress reports and cash flows are updated and submitted timeously to the relevant committees of council and to the respective Provincial and National government departments
- Interpretation of drawings
- Managing the construction of both water and sanitation projects by doing project inspections and supporting the site technicians

- Preparation of the Energy Sector Plan
- Implementation of new water and sanitation projects
- Approval of building plans for three LM namely, Ntambanana, Nkandla and Mthonjaneni
- Management and operation of the Regional Landfill Site
- Coordinating training in terms of the EPWP requirements
- Preparation of the integrated waste management plan for the District
- Construction of other Municipal Infrastructure as required

3.1 The Structure

The three main sections of this directorate are:

- Implementation of new capital projects
- Management of the Regional Landfill Site and Cemetery
- Co-ordination and supervision of the building inspectorate activities

MII has 12 staff members (Director, PMU Manager, PMU Controller, PMU Data Capturer, 3 Training Technicians and 4 technicians, Municipal Facilities Manager, Principal Clerk). It is responsible for implementing projects. The unit's organogram is presented in Figure 3.1

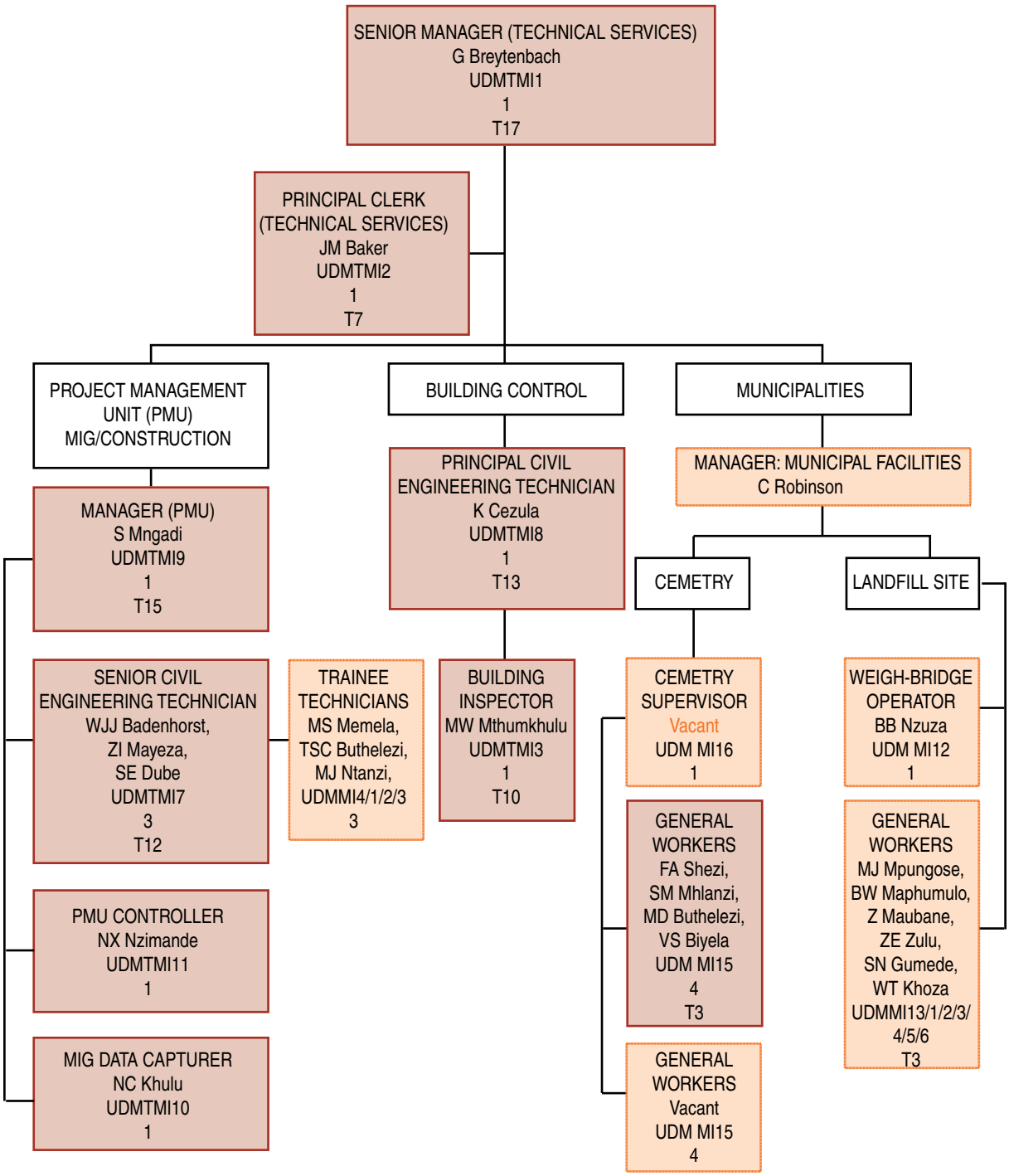


Figure 3.1: *The structure: Directorate of Municipal Infrastructure Implementation*

3.2 Functions And Their Achievement

3.2.1 Regional Cemetery

Phase 2 of the Regional Cemetery is currently underway and will comprise not less than 2000 graves. The cost of Phase 2 is estimated at R6 million. Construction of Phase 2 was planned to commence in December 2009 but due to financial constraints it was delayed and split into three stages as follows:

Stage 1: The first stage consisting of fencing, clearing and surveying of the site was completed in March 2011.
Stage 2: The second stage is the connection of the sewage conservancy tank to the municipal main sewer line of which the tender will be awarded in July 2011.
Stage 3: The third stage includes construction of roads and infrastructure which will commence once further funding becomes available in 2012.

3.2.2 Water and Sanitation Projects under Construction

The following projects were under implementation in the 2010/11 financial year:

Table 3.1: *Water projects under construction, their costs and completeness*

Project Name	Ward and Local Municipality	Project valie (in million Rands)	Completeness (%)
Middledrift Water Supply Phase 2	Ward 14 (KZ 286) & Ward 1 (KZ 284)	31.4	70
KwaMbonambi Low Cost Housing	Ward 2 (KZ 281)	2.3	100
Mbonambi Water Supply Phase 1	KZ281 - 5 and 6	16.1	99
Mbonambi Water Supply Phase 2	Wards 2 & 3 (KZ 281)	156.7	5
Mhlana Somopho Phase 3C	Wards 7,8 & 11 (KZ 281)	116.6	5
Middledrift Water Treatment Works	Ward 14 (KZ 286)	56.7	6
Kwahlokohloko SSA 5	Wards 22 & 23 (KZ 284)	157.8	5
Upper Nseleni Phase 2	KZ281- Ward 7 KZ 283 - Ward 8	32.5	35
Upper Nseleni Phase 3B	KZ281- Ward 7	27.3	100
Vutshini Phase 2	KZ286 - ward 10	19.9	100
Greater Mthonjaneni Phase 1 & 2	Regional Project	264.7	70
Middledrift WTW Package Plant	Ward 14 (KZ 286)	4.3	40
Ext. of Bulk Services in new Eshowe Industrial Area	Ward 11 (KZ 284)	3.9	100
Ethafeni Water Supply	Ward 18 (KZ 284)	1.8	100
TOTAL		**892.0**	

T***able 3.2:*** *Sanitation projects under construction, their costs and completeness*

Project Name	Ward and Local Municipality	Project valie (in million Rands)	Completeness (%)
Mbonambi Sanitation Phase 3	Wards 7 & 8 (KZ281)	17.2	0
Mbonambi Sanitation Phase 2	Wards 10, 12 & 13 (KZ281)	11.8	100
Ntambanana Sanitation Phase 3	Wards 1 & 2 (KZ 283)	13.5	0
Ntambanana Sanitation Phase 2	Wards 6,7 and 8 (KZ 283)	22.7	100
Nkandla Sanitation Phase 2	Wards 8,9 and Part 12 (KZ 286)	11.7	100
Nkandla Phase 3 VIP Sanitation	Wards 13 & 14 (KZ 286)	21.3	52
uMlalazi Sanitation Phase 3	Wards 2 & 3 (KZ 284)	21.8	12

Project Name	Ward and Local Municipality	Project valie (in million Rands)	Completeness (%)
Mthonjaneni Sanitation Phase 3	Wards 2, 3, 5 & 6 (KZ 285)	15.6	14
TOTAL		**135.6**	

T***able 3.3:*** *Other projects, their costs and completeness*

Project Name	Ward and Local Municipality	Project valie (in million Rands)	Completeness (%)
Transfer Station at the Melmoth Landfill Site	Ward 1	2.8	30
Extension of Regional Cemetry: Phase 2	Regional Project	1.4	100
TOTAL		**4.2**	

Table 3.4: *Projects planned for 2011/2012 financial year and their status*

Project Name	Ward and Local Municipality	Project valie (in million Rands)	Completeness (%)
Mbonambi Sanitation Phase 3	Wards 7 & 8 (KZ281)	17.2	Tender
Ntambanana Sanitation Phase 3	Wards 1 & 2 (KZ 283)	13.5	Tender
Kwahlokohloko SSA 5	Wards 22 & 23(KZ 284)	157.8	Supply & Delivery contract awarded & on progress
Kwahlokohloko SSA 1	Wards 9 & 10 (KZ 284)	263.2	Design
Mhlana Somopho Phase 3C	Wards 7,8 & 11 (KZ 281)	116.6	Tender
Nkandla Vutshini SSA 5	Wards 9,11 & 13 (KZ 286)	189.3	DWA Approved
Vutshini Water Phase 1	Ward 2 (KZ 286)	29.5	Feasibility Study
Greater Mthonjaneni SSA 4	Wards 3 & 4 (KZ 283)	47.7	DWA Approved
Greater Mthonjaneni SSA 5	Wards 2,3 & 5 (KZ 283)	90.7	DWA Approved
Mpungose Phase 1D Reticulation	Wards 11,19,20 & 21 (KZ 284)	70.2	Design
Upper Nseleni Phase 1C	Ward 5 (KZ 283)	49.4	Design
TOTAL		**1 045.1**	

The Mbonambi Sanitation Phase 2 project, implemented by the MII section of the Technical Department utilizing pre-cast concrete units manufactured at the uMlalazi Pre-cast yard was completed successfully.

The MII section is busy implementing the next phases of Mbonambi and Ntambanana Sanitation Phase 3 projects.

3.2.3 Support to local municipalities (Building Regulations)

uThungulu is currently supporting Nkandla and Mthonjaneni municipalities with this function. uThungulu support includes the following:

- Evaluation and approval of building plans
 The total approved plans in 2010/11:
 - Mthonjaneni (KZ285) - 3 and
 - Nkandla (KZ286) - 2
- Inspection of new construction and enforcement of building regulations
- Inspection of town buildings and identification of encroachments
- Reporting encroachments to the relevant municipality and making recommendations with regards to dealing with such offenders
- Review of municipal building regulations and comments on the municipal bylaws.

At Nkandla Municipality we are experiencing problems because most residents don't have permission to occupy which needs to be at-



tached when submitting the plan before approval. A report was submitted to the Nkandla Municipal manager regarding the PTO's and also encroachments and illegal structures in town but to date nothing has been done in this regard.

In Mthonjaneni Municipality there is a problem with Lot 307 where a block of lockup garages was approved but only to find out when the structure was finished that the owner wants to do illegal shops then the matter was taken to Mthonjaneni's legal advisor and they are busy resolving the matter.

3.2.4 Management of the Regional Landfill Site at Empangeni

In terms of the powers and functions, uThungulu District Municipality is responsible for the provision of the regional landfill site. The Municipality, based on the recommendations of their Section 78 investigation took over the operations from the two service providers from 1 July 2010.

Load Cell 1 at the regional site was closed at the end of February 2010 with the new Cell 2 now being utilized. Cell 1 was designed to accept only GMB+ waste, but due to a number of requests that were continuously received from local industries regarding the acceptance of hazardous waste, Cell 2 has been designed to accommodate the H:h category of waste. Unfortunately the application to receive low hazardous waste was turned down by the Department of Environmental Affairs and the municipality must again apply under the new NEMA Act.

The newly utilised Load Cell 2 ran into difficulties during the abnormal heavy rains in November/December 2010 when there were leachate spillages into the adjacent stream due to the pump line that was blocked. This problem was resolved in January 2011 and measures were taken to avoid a re-occurrence of the event.

The landfill site has also been plagued by an increase of scavengers entering illegally because of the current economic situation. The fence was repaired and as an interim arrangement only limited numbers of the scavengers are now getting controlled access via the main gate. The Municipality is currently looking at options to formalize recycling at the waste site in an attempt to control the scavengers and to extend the life span of the load cells.

As per the permit conditions:

- A monitoring committee was formed in June 2008 and meets on a quarterly basis to monitor the operations of the site.
- An Annual External Audit was performed during November 2010 and the issues raised are currently being addressed
- Bi-Annual water quality samples are done on the 15 July and the 15 January every year.

4. Operations And Maintenance

The key performance areas of this Directorate may be summarised as:

- Operation and maintenance of all water services infrastructure by ensuring that:
 - all rural water schemes are functional
 - Water production is in terms of the applicable specifications and national guidelines
 - all town water networks are functional and without leaks
 - the sewage systems and plants are operational and maintained in accordance with the prevailing legislation
 - water quality tests are done and checked against the SANS 241 specifications
- Management of the service support agent and other service providers appointed within the directorate
- Management of the council's water survival distribution strategy
- Management of borehole development programme of the municipality
- Management of water quality programme and ensuring compliance with applicable legislation
- Implementation of the tanker reduction strategy on the municipality
- Implementation of the water balancing, leak detecting

and water loss prevention programme of the municipality

- Ensure that the water services infrastructure complies with the Occupational Health and Safety (OHS) Act requirements
- Responsible for the emergency and drought relief programmes of the municipality which includes the following:
 - Drilling, testing and equipping of new boreholes
 - Repairs and maintenance of hand pumps
 - Spring development and protection
 - Provision of water through the water tankers

4.1 The Structure

The work of this directorate is split into a number of sections reflected in the directorate's organizational structure as follows:

1. Operation and maintenance of the water plants and waste water treatment plants within Mthunzini, Gingindlovu, Eshowe, Melmoth and Nkandla Towns and operations maintenance of bulk and reticulation network in the aforementioned town including Kwambonambi Town.
2. The operation and maintenance of all rural schemes including the water and sewage plants for the clinics and hospitals within Uthungulu District
3. Repairs and maintenance of boreholes, hand pumps and spring protection
4. Management of the Support Service Agent (WSSA)
5. Water quality testing and compliance with legislative requirements.

The Directorate of Operations and Maintenance has 133 internal staff members while the support service agent (WSSA) employs well over 500 employees. The structure of this Directorate is graphically illustrated in Figure 4.1

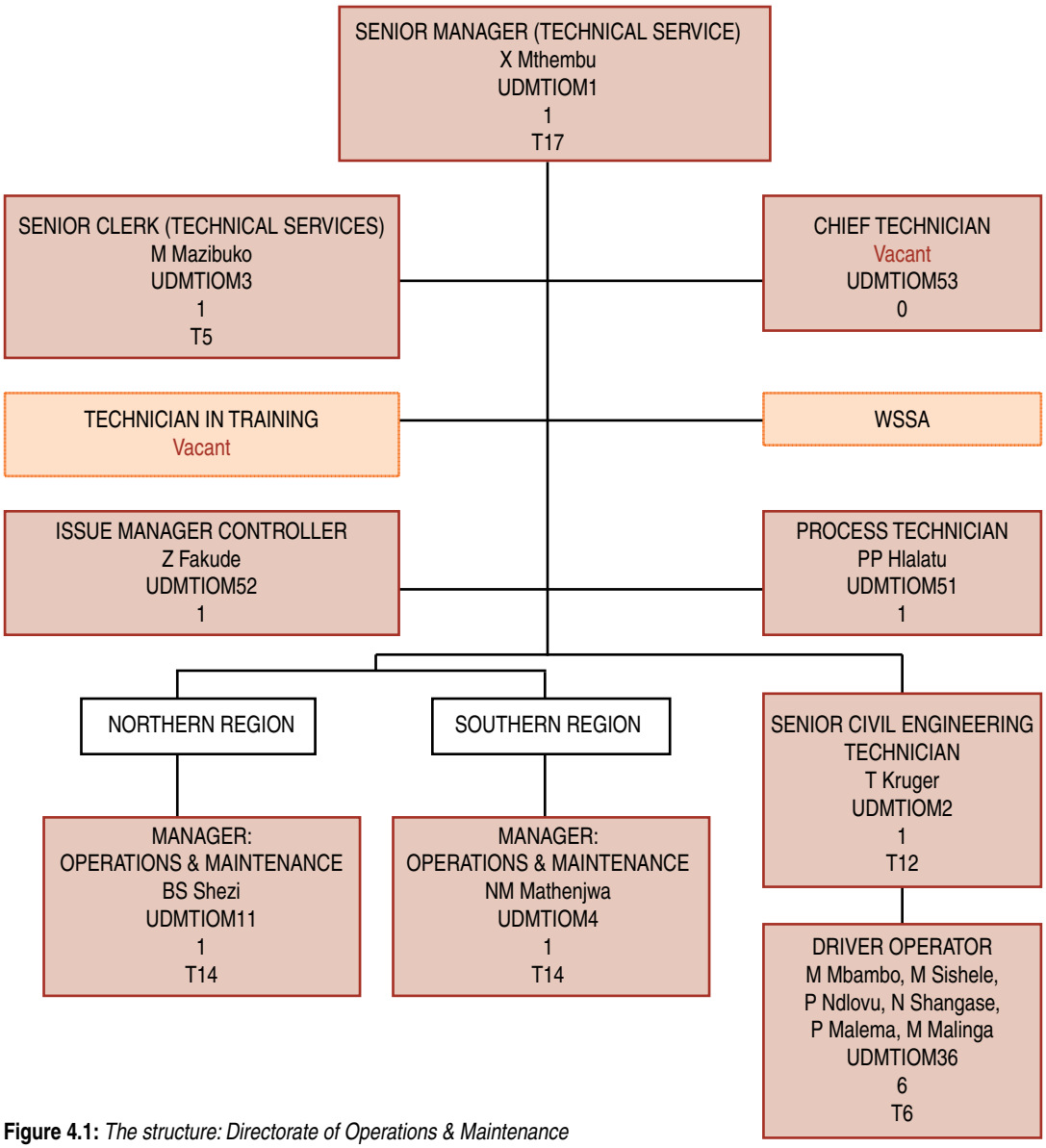


Figure 4.1: *The structure: Directorate of Operations & Maintenance*

4.2 Activities For The Financial Year

4.2.1 Management of WSSA contract

Uthungulu District Municipality conducted a section 78 Capacity Assessment study (section 78 of the Municipal Systems Act – Act 32 of 2000) and we were awarded a status of the Water Services Authority (WSA) and the Water Services Provider (WSP) to 5 of the 6 Local Municipalities. The municipality then went out on a tender in order to appoint a licensed service provider to assist the Municipality in providing the WSP function. In 2008 Water Solutions Southern Africa (WSSA) was appointed to perform this function.

WSSA assists the Municipality with the management and operations of all the rural water schemes and some of the waste water schemes and their core functions can be summarised as follows:

- Operations and maintenance of rural water schemes
- Management of water tanker operation
- Management of Water call centre operations

4.2.1.1 Operations and maintenance of rural water schemes

Uthungulu District Municipality has a number of localised small to medium sized water scheme and a few bulk schemes that have only been constructed in the last few years. This then poses a huge challenge in the management of these schemes such that WSSA has to have localised operators in the respective schemes.

WSSA employs:

- 47 Water Treatment Operators - responsible for different treatment plants as mentioned above
- 459 Network operators - responsible for the day to day identification and fixing/reporting of problems within the respective water projects networks/reticulation.

All these people come from the areas of operations of these schemes i.e. they are local people given to WSSA by the ward councillors. Some of them used to be committee members that were responsible for running of these schemes prior to the section 78 capacity assessment.

This exclude the number of staff that is permanently employed by WSSA and dedicated to this contract such as area supervisors (15 in total), area managers and an operations manger as well as process team.

4.2.1.2 Management of water tanker operations

The municipality has 25 water tankers outsourced through a tender to 3 different service providers and deliver water to all the areas that were identified through respective local municipalities as in dire need of water and had no piped water at all. These water tankers deliver water following a predetermined schedule approved by the Municipality and WSSA ensures that this schedule is adhered to and that any none delivery and breakdowns of water tankers are reported to and that a plan for a make-up delivery is put in place where practically possible. They are also responsible for the initial verification of invoices from service providers against recorded deliveries prior to sending those to the Municipality for a second and final verification and approval of the invoices.

4.2.1.3 Management of the call centre operations

The Municipality has a water call centre that is stationed at the offices of WSSA in Empangeni and runs for 24 hours a day. Figures 4.2.1 and 4.2.2 show the activities in the call centre during the past year for each LM and individual that log the calls while Table 4.1 indicates the number of calls over the 12 months period for various time intervals.





Figure 4.2.1: *The statistics of calls per respective local Municipality*

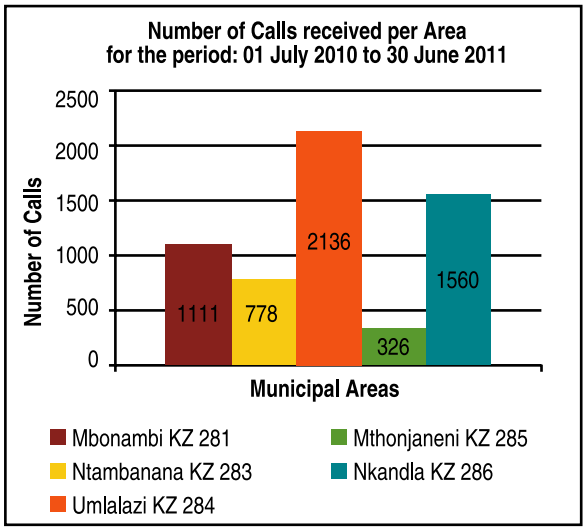


Figure 4.2.2:*Individuals that report or log calls for respective schemes*

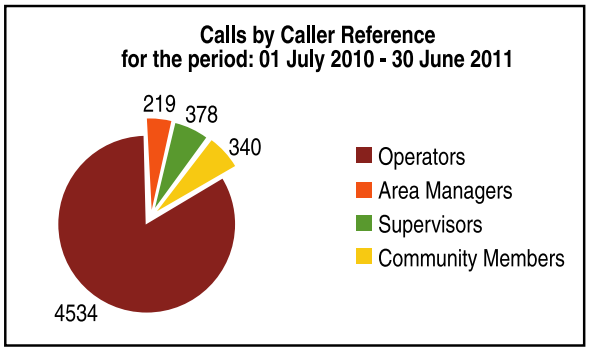


Table 4.1:*Number of calls over a 12 months period for various time intervals*

Time Interval	July 2010 to June 2011
00h00 to 06h00	72
06h00 to 12h00	4062
12h00 to 18h00	1653
18h00 to 24h00	98
Total	**5885**

4.2.2 Water tanker reduction programme

The directorate continued with its effort to reduce customer complaints related water disruptions and systems failure. This has helped in keeping the water loses within the urban areas to 20% which is in compliance with DWA guidelines.

The persistent drought has put enormous strain on the operations of the water tanker programme and council took a decision not to further rollout the programme as it was becoming more and more unaffordable for the council. This however doesn't mean the need from the communities is no longer there and we are faced with over 100 water tank requests and we have had to turn these down due to costs. We were therefore required to look at providing an alternative water sources such as hand pumps and pipe extensions where applicable. This culminated to the formulation of a tanker reduction strategy. The strategy looks at the overloaded tanker route and attempts to provide some medium to long solutions for such areas and in the process remove the static tanks in that route once a solution has been finalised. The list below summarizes the tanker reduction strategy to be implemented over next three years.

As an interim measure while waiting for appropriate funding for the bulk scheme, the projects shown from Tables 4.2 to 4.7 have been identified and will be implemented (subject to availability of funds) in order to ensure that communities continue to access water in the interim. The aim of these projects is also to reduce water tanker requests as well as remove water tankers where applicable:

Table 4.2: *Nkandla projects for 2009/2010*

Project Name	Location	Ward No.	Budget (Rands)	Current Status
Jameson's Drift Artesian borehole (Thuma)	Nkandla LM, Kwamagwaza	13	115 789	Completed
Jameson's Drift Artesian borehole (Thuma) phase 2 pipe work	Nkandla LM, Kwamagwaza	13	619 741	Completed
Mdlelanga	Nkandla LM,	11	224 989	completed
Nkethabawili (Thaleni)	Nkandla LM,	3	249 532	Completed
Epaki Borehole	Nkandla LM, Emagidini	2	243 004	Completed
Thizman Borehole	Nkandla LM	8	320 299	Completed
Khethukuthula Borehole	Nkandla LM	2	357 622	Completed
Madiyane Borehole	Nkandla LM, Nkandla Town	5	339 177	Completed
Mandaba Borehole	Nkandla LM, Mandaba	7		On hold
Total			**2 470 153**	

Table 4.3: *Nkandla projects for 2009/2010*

Project Name	Ward	Cost (Rands)	Current Status
Matholamgele Extension	10	150 000	Completed
Mfongosi Spring	9	140 000	Completed
Epaki extention	2	180 000	Completed
Ejokweni Wetland	12	200 000	Completed
Tshotshwana	3	60 000	Completed
Nkethabaweli	3	107 052	Completed
Khethukuthula	2	149 000	Completed
Ezibisisni Wetland	12	200 000	Completed
Zondeleni Spring	2	80 000	Completed
Total		**1 266 052**	

Table 4.4: *uMlalazi projects for 2009/2010*

Project Name	Location	Ward No.	Budget (Rands)	Current Status
Nkezweni	uMlalazi	1	155 737	Completed
Ntuli Ngedlezi	uMlalazi	4	155 544	Completed
Samungu	uMlalazi	Part of 6,5 and 4	1 205 000	Completed
Isidibha	uMlalazi	7	500 000	80% Complete
Kholweni Water	uMlalazi	8	2 400 000	Completed
Sqandaqanda	uMlalazi	8	191 145	Completed
Ethafeni	uMlalazi	18	1 800 000	Completed
Total			**6 407 426**	